NEW

BUSINESS
Council Member Benson moved to take from the table a Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles; by amending Article I, titled Generally, Division 1, Administration, by amending Section 55-1-6 to modify the definition of residential parking permit area. Laid on the table April 2, 2019.
The Ordinance was then placed on the order of third reading.

THIRD READING OF ORDINANCE.

The title to the Ordinance was read a third time.

The ordinance was then read.

The question being “Shall this Ordinance Now Pass?”

The Ordinance was passed, a majority of the Council Members present voting therefore as follows:
RE: An Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles; by amending Article I, titled Generally, Division 1, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit Area

Attending:
(Mayor's Office, Law Department, Municipal Parking Department, Department of Public Works, and Legislative Policy Division)
April 24, 2019

Mr. Lawrence Garcia, Corporation Counsel, Law Department  
Ms. Julianne Pastula, Senior Assistant Corporation Counsel, Law Department  
Mr. Garry Bulluck, Deputy Chief of Mobility Innovation, Mayor’s Office  
Mr. Keith Hutchings, Director, Municipal Parking Department  
Mr. Kimani Jeffrey, Staff, City Council’s Legislative Policy Division  
Mr. Ron Brundidge, Director, Department of Public Works  
Mr. David Whitaker, Director, City Council’s Legislative Policy Division

RE: An Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code,  
Traffic and Vehicles, by amending Article I, titled Generally, Division 1,  
Administration, by amending Sections 55-1-6 to modify the definition of  
Residential Parking Permit Area

Your respective departments are requested to be present or represented at the PUBLIC HEARING on the above-captioned proposed ordinance amendment, scheduled for MONDAY, MAY 6, 2019 AT 10:06 A.M., in Public Health and Safety Standing Committee, in the Council’s Committee Room, 13th Floor, Coleman A. Young Municipal Center.

A copy of the proposed ordinance is enclosed for your convenience. Please note, increased security measures for entrance into this building may cause delays, therefore, allow sufficient time for prompt arrival.

Very truly yours,

Janice M. Winfrey  
City Clerk

JMW/mgw

Enclosure

cc: Ms. Stephanie Washington, Legislative Liaison, Mayor’s Office  
Ms. Ericka Savage Whitley, Assistant Corporation Counsel, Law Department
March 6, 2019

Detroit City Council
1340 Coleman A. Young Municipal Center
Detroit, Michigan 48226

Re: Proposed Amendment of Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles; by amending Article I, titled Generally, Division 1, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit area.

Honorable City Council:

The Law Department has prepared and approved as to form the above-referenced ordinance for your consideration. The proposed ordinance, if adopted, will not take effect unless the broader amendments to Chapter 55 regarding the residential parking permit program is enacted.

Respectfully submitted,

Julianne V. Pastula
Senior Assistant Corporation Counsel
City of Detroit Law Department
(313) 237-2935
BY COUNCIL MEMBERS Castaneda-Lopez and Sheffield:

AN ORDINANCE to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles,
by amending Article I, titled Generally, Division 1, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit area.

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF DETROIT THAT:

Section 1. Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles; be amended by amending Article I, titled Generally, Division 1, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit area, to read as follows:

CHAPTER 55. TRAFFIC AND VEHICLES

ARTICLE I. GENERALLY

DIVISION 1. ADMINISTRATION

Sec. 55-1-6. Definitions: q-s.

For purposes of this chapter, the following words and phrases, which have not been incorporated by reference through Article III of this chapter, shall have the meanings respectively ascribed to them by this section:

Rate level means the parking rate levels established in accordance with Section 55-4-63.

Recreational equipment means boats, snowmobiles, off-road vehicles, dune buggies, jet skis, or other similar items.

Registrant means the owner of a bicycle who has registered the bicycle with the Police Department.

Registration means a registration certificate, plate, adhesive tab, or other indicator of registration issued under this act for display on a vehicle.

Residence district means the territory contiguous to a highway, where the frontage on such highway for a distance of 300 feet or more is mainly occupied by dwellings, or by dwellings and...
buildings, that are not in use for business.

Residential parking permit area means—an area designated pursuant to Article II.

Enforcement, Division 2. Residential Parking Permits of this Chapter

(1) An area that contains a minimum of six contiguous block faces, or three
blocks facing each other or any contiguous combination thereof; or

(2) An area that contains less than a minimum of six contiguous block faces, or
three blocks facing each other or any contiguous combination thereof, which has
been approved by the City Council as a residential parking permit area, and consists
primarily of residential dwellings where on-street parking is regulated, pursuant to
Sections 55-2-21 through 55-2-26 of this Code, to provide residents of such
designated areas with reasonable access to on-street parking spaces at their
residences.

Residential street means any portion of any street or highway that is adjacent to or abutting
any land that is either zoned R1, R2, R3, R4, R5, R6, or Residential PD in the Zoning Ordinance
of the City, being Chapter 61 of this Code, or is developed with a single-family house, two-family
house, town house, multiple-family dwelling, or rooming house.

Restraint means a device that is used to immobilize a vehicle such as a “boot” or a
“Denver boot.”

Secs. 55-1-7 – 55-1-30. Reserved.
Section 2. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

Section 3. This ordinance is declared necessary for the preservation of the public peace, health, safety, and welfare of the people of the City of Detroit.

Section 4. If this ordinance is passed by a two-thirds (2/3) majority of City Council members serving, it shall be given immediate effect and shall become effective upon publication in accordance with Section 4-118 of the 2012 Detroit City Charter; if passed by less than a two-thirds (2/3) majority of City Council members serving, it shall become effective no later than thirty (30) days after publication in accordance with Section 4-118 of the 2012 Detroit City Charter; if this ordinance specifies a certain date to become effective, it shall become effective in accordance with the date specified therein, subject to the publication requirement in Section 4-118 of the 2012 Detroit City Charter.

Section 5. This ordinance shall not take effect unless the companion ordinance amending amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles; Article II, Enforcement, Division 2, Residential Parking Permits, dates March 6, 2019, is enacted.

Approved as to form:

Lawrence Garcia
Corporation Counsel
NOTICE OF PUBLIC HEARING
ON
PROPOSED ORDINANCE TO AMEND CHAPTER 55 OF THE
1984 DETROIT CITY CODE, TRAFFIC AND MOTOR VEHICLES;
ARTICLE I, TITLED, GENERALLY BY AMENDING SECTION 55-1-6

Notice is hereby given that a Public Hearing will be held by the City Council of
Detroit, Michigan, in their Public Health and Safety Standing Committee, Council
Committee Room, 19th Floor of the Coleman A. Young Municipal Center on MONDAY,
MAY 6, 2019 AT 10:00 A.M., at which time all interested persons are invited to be
present and be heard as to their views on the above proposed ordinance amendment
described as follows:

SUMMARY
A Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic
and Vehicles; Article I, titled, Generally, Division I, Administration, by amending
Sections 55-1-6 to modify the definition of residential parking permit area.
A copy of the ordinance is available for inspection in the City Clerk's Office, 200
Coleman A. Young Municipal Center, between the hours of 8:00 A.M. and 4:00 P.M.,
Monday through Friday.

Persons making oral presentations are encouraged to submit written copies to the
City Clerk's Office, for the record.

Please note, increased security measures for entrance into this building may cause
delays, therefore, allow sufficient time for prompt arrival.

JANICE M. WINFREY
City Clerk

NOTICE TO THE HEARING IMPAIRED
With advance notice of seven calendar days, the City of Detroit will provide
interpreter services at public meetings, including language translation and reasonable
ADA accommodations. Please contact the Civil Rights, Inclusion and Opportunity
Department at (313) 224-4950, through the TTY number #11, or email civil.citiy.detroit@
com to schedule these services.

City Clerk - 20
Sent from my iPhone

Begin forwarded message:

From: "Kerwin Wimberly" <WimberleyKe@detroitmi.gov>
Date: April 9, 2019 at 8:47:04 AM EDT
To: "Andre Gilbert" <GilbertAnd@detroitmi.gov>
Subject: Re: Residential Parking Permit Ordinance #2 (smaller version)

The first available Monday at 10:06

Kerwin Wimberly
Senior Policy Analyst/
Green Task Force Director
City of Detroit
Council Member Scott Benson
(313) 224-1206

>>> Andre Gilbert <gilbertand@detroitmi.gov> 4/9/2019 3:16 PM >>>
Sure, I need a date and time.

Sent from my iPhone

On Apr 8, 2019, at 12:39 PM, Kerwin Wimberly <WimberleyKe@detroitmi.gov> wrote:

Andre,

Can you schedule a public hearing on the issue below ASAP.
Thank you.
Hi Keiwin,

Ericka asked me about this today, I have no information or updates regarding the status.

Best!

Emberly Vick
Policy Analyst
Detroit City Council
Coleman A. Young Municipal Bldg.
2 Woodward Ave Suite 1340
Detroit, MI 48226
(313) 224-1367 (phone)
(313) 224-1684 (fax)

Good afternoon Kerwin and Emberly!

I just wanted to follow up on the line items below that were on the 4/2/19 Formal Agenda. Do we have a public hearing date for this item? I just wanted to keep the attorney posted.

Line Item 82. Castaneda-Lopez joined by Sheffield, Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles, by amending Article I, titled Generally, Division 1, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit area. INTRODUCE


Thank you!!

Ericka Savage Whitley
Assistant Corporation Counsel
City Council Liaison
City of Detroit, Law Department
Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 500
Detroit, MI 48226
Phone: (313) 237-3008
savagee@detroitmi.gov

NOTE: Ericka Savage Whitley is an attorney for the City of Detroit. This communication may include, in whole or in part, information protected by the attorney-client privilege, the attorney work product doctrine, the deliberative process privilege, or by any other privilege. This communication is intended solely for receipt and use by the individual or entity to whom it was addressed. If you are not the intended recipient, you are notified that any use, dissemination, duplication or retention of the communication is neither allowed nor intended. If you are not the intended recipient, please return the communication immediately to Ericka Savage Whitley and notify her immediately at the above e-mail address or telephone number.
April 17, 2019

NOTICE OF PUBLIC HEARING ON
PROPOSED ORDINANCE TO AMEND CHAPTER 55
OF THE 1984 DETROIT CITY CODE,
TRAFFIC AND MOTOR VEHICLES, ARTICLE I, TITLED, GENERALLY
BY AMENDING SECTIONS 55-1-6

Notice is hereby given that a Public Hearing will be held by the City Council of Detroit,
Michigan, in their Public Health and Safety Standing Committee, Council Committee Room, 13th
Floor of the Coleman A. Young Municipal Center on MONDAY, MAY 6, 2019 AT 10:06
A.M., at which time all interested persons are invited to be present and be heard as to their views
on the above proposed ordinance amendment described as follows:

SUMMARY

An Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and
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JANICE M. WINFREY
City Clerk

JMW/mgw

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at public meetings, including language translation and reasonable ADA accommodations.
Please contact the Civil Rights, Inclusion and Opportunity Department at (313) 224-4950,
through the TTY number 711, or email crio@detroitmi.gov to schedule these services.
TO BE PRINTED IN LEGAL NEWS
THURSDAY, APRIL 18, 2019

April 17, 2019
NOTICE OF PUBLIC HEARING ON
PROPOSED ORDINANCE TO AMEND CHAPTER 55
OF THE 1984 DETROIT CITY CODE,
TRAFFIC AND MOTOR VEHICLES, ARTICLE I, TITLED, GENERALLY
BY AMENDING SECTIONS 55-1-6

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SUMMARY

An Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles; Articles I, titled, Generally, Division I, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit area.

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JANICE M. WINFREY
City Clerk

JMW/mgw
NOTICE OF PUBLIC HEARING ON
PROPOSED ORDINANCE TO AMEND CHAPTER 55
OF 1984 DETROIT CITY CODE,
TRAFFIC AND MOTOR VEHICLES, ARTICLE I, TITLED, GENERALLY
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SUMMARY

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SUMMARY

AN ORDINANCE to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles, by amending Article I, titled Generally, Division 1, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit areas.
CASTANEDA-Lopez and SHEFFIELD, an Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles; Article I, titled, Generally, Division 1, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit area.

INTRODUCE.

CASTANEDA-Lopez and SHEFFIELD, resolution setting public hearing on Monday, May 6, 2019 at 10:00 AM on foregoing ordinance amendment.
RESOLUTION SETTING HEARING

By Council Members Castaneda-Lopez and Sheffield:

Resolved, That a public hearing will be held by this body on Monday, May 6, 2019 at 10:06AM in Council Committee Room, 13th Floor, Coleman A. Young Municipal Center for the purpose of considering the advisability of adopting the foregoing an Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Vehicles; by amending Article I, titled Generally, Division 1, Administration, by amending Sections 55-1-6 to modify the definition of residential parking permit area.

All interested persons are invited to be present to be heard as to their views.
OVERALL STATUS (please circle): ☑ APPROVED □ DENIED □ N/A □ CANCELED

Petition #: 790  Event Name: Detroit Summer & 2019 Quicken Loans Sports Zone

Event Date: May 22 - September 22, 2019

Street Closure: Cadillac Square

Organization Name: Quicken Loans Community Fund

Street Address: 1050 Woodward Avenue Detroit, MI 48226

Event Elements (check all that apply):
- Walkathon
- Carnival/Circus
- Concert/Performance
- Run/Marathon
- Bike Race
- Religious Ceremony
- Political Ceremony
- Festival
- Filming
- Parade
- ✓ Sports/Recreation
- Rally/Demonstration
- Fireworks
- Convention/Conference
- Other: Seasonal Activation
- ✓ 24-Hour Liquor License

Petition Communications (include date/time)
Quicken Loans Community Fund will activate Sports Zone in Cadillac Square and vendors in Capitol Park with various times of operation; temporary street closure on WB Cadillac Square between Woodward and Bates.

**ALL permits and license requirements must be fulfilled for an approval status**

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<th>Department</th>
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ENTERED: MAY 20 2019 - Mar 10 New Business - RM (68)
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**MAYOR'S OFFICE**

Signature: [Signature]

Date: 5-2-2019
DEPARTMENTAL REFERENCE COMMUNICATION

Tuesday, April 09, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body’s directive, kindly return the same with your report in duplicate within four (4) weeks.

Quicken Loans Community Fund, request to hold "Detroit Summer & 2019 Quicken Loans Sports Zone" at various locations on 5/22/19 at 11 am until 9/3/19 at 11:00 pm setup will begin on 5/11/19 at 6 am and teardown at various times.
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Detroit Summer & 2019 Quicken Loans Sports Zone

Event Location: Capitol Park, Cadillac Square, Woodward Esplanade, and Woodward Ave.

Is this going to be an annual event?  □ Yes  □ No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Quicken Loans Community Fund

Organization Mailing Address: 1050 Woodward Avenue, Detroit, MI 48226

Business Phone: 313-373-7486  Business Website: QuickenLoans.org

Applicant Name: Cavla Chamberlin

Business Phone: 313-373-7486  Cell Phone: 703-822-3082  Email: CavlaChamberlin@QuickenLoans.com

Capitol Park Event On-Site Contact Person:

Name: Meg Shropshire

Business Phone: 313-782-9719  Cell Phone: 336-312-8360  Email: MegShropshire@bedrockdetroit.com

Cadillac Square (Sports Zone) Event On-Site Contact Person:

Name: Justin Jacobs

Business Phone: 248.755.2302  Cell Phone: 248.845.8273  Email: justin@comeplaydetroit.com

Event Elements (check all that apply)

[ ] Walkathon  [ ] Carnival/Circus  [ ] Concert/Performance
[ ] Run/Marathon  [ ] Bike Race  [ ] Religious Ceremony
[ ] Political Event  [ ] Festival  [ ] Filming
[ ] Parade  [ ] Sports/Recreation  [ ] Rally/Demonstration
[ ] Convention/Conference  [ ] Fireworks  [ ] Other: Seasonal Activation
Projected Number of Attendees: The Sports Zone typically gets 200 visitors per day.

Please provide a brief description of your event:

Capitol Park: Will serve as a summer oasis in the heart of the Central Business District. Complete with a bar run by Eatori (pending agreement and MLCC approval), programming featuring surrounding and local businesses; games, and a variety of seating. We are also working on a potential co-working space in Capitol Park utilizing the greenhouses. These would be free and open to the public equipped with wifi, power, furniture, and materials to encourage working together.

Cadillac Square: Featuring four outdoor basketball courts, sand volleyball, four square, soccer, dodgeball, and more, the Quicken Loans Sports Zone is a hub for activity and play through sports, open to the public daily from 9 a.m. to 9 p.m. all summer. Organized, pick-up games, tournaments, birthday rentals, and sponsorship pop-ups offer fun at lunchtime and after work for sports enthusiasts.

Woodward Esplanade & Woodward Ave. & Capitol Park: Made Floral, Sweet Dreamz Creamery, and Detroit Kombucha Brewing Co. have been working with students at the Brightmoor Makerspace at Detroit Community Schools to develop/build out industrial trikes into mobile business vehicles for each of the participating Detroit-based small businesses. These are almost finished after a few delays, and we’d like to have them vend as part of our summer activations. The trikes/carts will route between the Esplanade, Woodward Ave., and Capitol Park. We are working with DDP to ensure that this doesn’t interfere, but rather compliments their Downtown Street Eats Program.

What are the projected set-up, event and tear down dates and times (must be completed)?

Capitol Park:

| Begin Set-up Date: 5/11/19 | Time: 6:00AM | Complete Set-up Date: 5/22/19 | Time: 11:00AM |
| Event Start Date: 5/22/19 | Time: 11:00AM | Event End Date: 9/3/19 | Time: 11:00PM |
| Begin Tearing Down Date: 9/3/19 | | Complete Tear Down Date: 9/15/19 |

Cadillac Square:

| Begin Set-up Date: 5/11/19 | Time: 6:00AM | Complete Set-up Date: 5/22/19 | Time: 9:00AM |
| Event Start Date: 5/22/19 | Time: 9:00AM | Event End Date: 8/26/19 | Time: 11:00PM |
| Begin Tearing Down Date: 8/19/19 | | Complete Tear Down Date: 8/26/19 |

Event Times (if more than one day, give times for each day): *also included on attachment

Sports Zone: 9am – 9pm daily
F&B: Mon – Thurs 11AM – 10PM, Fri – Sat 11AM – 12AM, Sun 11AM – 7PM
Trikes: Mon – Fri: 12PM - 4PM, Sat – Sun 11AM – 2PM

Location of Event: Capitol Park and Cadillac Square

Facilities to be used (circle): Street Sidewalk Park City

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:
Section 4 - ENTERTAINMENT

Describe the entertainment for this year's event:

Capitol Park: Dinners benefiting and featuring local Detroit restaurants and chefs, demo activations, panel discussions, live and atmospheric music in accordance with sound ordinances, kids' activities and games, programming featuring local businesses (examples include yoga, exercise classes, bike maintenance demonstrations and more), and a weekly farmers market. We hope to have a formalized programming schedule in the coming weeks. This programming schedule will be completed in collaboration with and approved by the Downtown Detroit Partnership.

Will a sound system be used? □ Yes □ No

If yes, what type of sound system?

Capitol: A map of 6 loudspeakers with zone control for source and volume. The F&B Operators will be controlling the sound, ensuring that the music is family-friendly and is only on during operating hours.

The speakers will be mounted to the pergolas. Spec sheets are attached.

Describe specific power needs for entertainment and/or music:

Capitol Park: 600W
Woodward Esplanade & Woodward Ave.: Any power will be pulled from the planters in the Esplanade and from Bedrock buildings on Woodward Ave. Any electrical cords will be yellow jacketed over.

Section 5 - SALES INFORMATION

Will there be advanced ticket sales? □ Yes □ No
If yes, please describe:

Will there be on-site ticket sales? □ Yes □ No
If yes, list price(s):

Will there be vending or sales? □ Yes □ No
If yes, check all that apply:

[ ] Food [ ] Merchandise [ ] Non-Alcoholic Beverages [ ] Alcoholic Beverages

Indicate type of items to be sold:

Capitol Park: Alcoholic and non-alcoholic beverages, as well as snacks will be sold. Menu and concept are currently in discussion with the operator. Both Eatori and the Quicken Loans Community Fund are committed to ensuring that the price point and selection of items for sale are affordable and appeal to a diverse variety of people.

Woodward Esplanade & Woodward Ave.: Made Floral will be selling flowers and plants. Sweet Dreams Creamery will be selling hand-crafted gelato and sorbet popsicles. Detroit Kombucha Brewing Co. will be selling their kombucha (fermented tea).

Section 6 - PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Rock Security

Contact Person: Pamela Lenoir

Address: 1074 Woodward Ave.

Phone: 0 (313) 373-0708 C: (313) 820-4618
Citv/State/Zip: Detroit, MI 48226

Number of Private Security Personnel Hired Per Shift: Rock Security will coordinate Detroit Police Department Secondary Coverage at the Sports Zone-1 officer. Food and beverage operator will be responsible for their own security.

Are the private security personnel (check all that apply):

- [x] Licensed
- [x] Armed
- [x] Bonded

How will you advise attendees of parking options?

Visitors will be directed to nearby parking decks and street side parking.

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

Capitol Park, Woodward, and Esplanade: These activations aim to improve the quality of life of residents in surrounding areas and should not negatively impact pedestrian or visitor traffic. The sound will be atmospheric in the F&B areas and operate on the same schedule as the F&B operations, which is designed not to impede with resident life.

Cadillac Square Sports Zone: Road closure will connect with Cadillac Towers Property Manager.

Have local neighborhood groups/businesses approved your event? □ Yes □ No

Indicate what steps you have or will take to notify them of your event: We are beginning to have conversations with key stakeholders including Central, Prime and Proper, Richard Karp, Eatori, Dessert Oasis, Detroit Bikes, City Bark, Eatori, Lovers Only, and the property owners around the Cadillac Square East area will continue to reach out to businesses and property owners in partnership with the DDP.

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

Describe specific power needs for entertainment and/or music. If generators will be used, described how many and how they will be fueled:

How many generators will be used? Capitol Park ONLY | 125KW with a fuel capacity of 120 gallons.

How will the generators be fueled? There will be no on-site fuel storage of Diesel fuel, with the exception of the fuel tanks attached to the portable generators. A fuel truck will service the generators each morning before the market opens to the public. The generator will supply power to the vendor workplace locations. The generator will be placed in a location where it does not hinder traffic or cause safety issues. The generator will be secured with barricade panels to halt public access. The power cables crossing any public traffic are covered with cable ramps.

Name of vendor providing generators: We are currently vetting out two options. Both are listed below.

- Contact Person: United Rentals
  Address: 4705 Product Drive
  Phone: (248) 702-1881
  City/State/Zip: Wixom, MI 48393

- Contact Person: Corrigan Oil Company
  Address: 775 N 2nd St
  Phone: (800) 327-8645
  City/State/Zip: Brighton, MI 48116
### Canopy (Pergola Structure)
- **Capitol Park**: 1
  - Size/Height: 20' x 40'

### Shipping Container
- **Capitol Park**: 1
  - Size/Height: 20' x 8'

### Booth (Market Structure)
- **Capitol Park**: 2
  - Size/Height: 10' x 13' + each equipped with 2A10BC fire extinguishers

### Booth (Sports Zone Structure)
- **Cadillac Square**: 1
  - Size/Height: 10' x 10' wooden structure

### Trikes/Carts
- **Capitol Park**: 3 rotating
- **Woodward**: 3 rotating
- **Esplanade**: 3 rotating
  - Size/Height: TBD

---

### Section 9- COMPLETE ALL THAT APPLY

**Emergency medical services?**

Contact Person: DMCare Express | Terrye Nicholls | Director of Operations | [Terrye.Nicholls@wilmont.org](mailto:Terrye.Nicholls@wilmont.org)

- Address: 1600 E. Grand Blvd. Suite 200
- City/State/Zip: Detroit, MI 48211

---

**Name of company providing port-a-johns? We are currently vetting out two options. Both are listed below.**

**Contact Person: S&R Event Rental**

- Address: 707 E. Lewiston
- Phone: 248-655-6020
- City/State/Zip: Ferndale, MI 48220

**Contact Person: Bos Structures and Event**

- Address: 47815 West Road, Suite D112
- Phone: 248-670-5405
- City/State/Zip: Wixom, MI 48393

---

**Name of private catering company (Capitol Park)? **RESPONSIBLE FOR PULLING THEIR OWN LIQUOR LICENSE**

Contact Person: Eatori Market | Zak Yakima

- Address: 1215 Griswold St.
- Phone: 313-395-3030
- City/State/Zip: Detroit, MI 48226

---

5
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Will there be street closures? □ Yes □ No

If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

STREET NAME: _______________ Cadillac Square eastbound
FROM: _______________ Bates _______________ TO: _______________ Woodward

CLOSURE DATES: 5/11/19 _______________ BEG TIME: 6:00AM _______________
REOPEN DATE: _______________ TIME: 11:00PM _______________

STREET NAME: _______________________
FROM: ________________________ TO: _______________

CLOSURE DATES: ________________________ BEG TIME: _______________ END TIME: _______________
REOPEN DATE: ________________________ TIME: _______________

STREET NAME: ________________________
FROM: ________________________ TO: _______________

CLOSURE DATES: ________________________ BEG TIME: _______________ END TIME: _______________
REOPEN DATE: ________________________ TIME: _______________

STREET NAME: ________________________
FROM: ________________________ TO: _______________

CLOSURE DATES: ________________________ BEG TIME: _______________ END TIME: _______________
REOPEN DATE: ________________________ TIME: _______________

STREET NAME: ________________________
FROM: ________________________ TO: _______________

CLOSURE DATES: ________________________ BEG TIME: _______________ END TIME: _______________
REOPEN DATE: ________________________ TIME: _______________
REOPEN DATE: ___________________ TIME: ___________________ 

PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION

____________________________

____________________________

____________________________

____________________________
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney’s fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: Detroit Summer & 2019 Quicken Loans Sports Zone Event Date: 5/11/19 – 9/15/19

Event Organizer: Quicken Loans Community Investment Fund

Applicant Signature: ______________________________ Date: ____________________________
ROAD CLOSURE:
CADILLAC SQUARE WESTBOUND
BETWEEN BATES AND WOODWARD

1. TYPE III BARRICADE
   ROAD CLOSED SIGN OR
   DETOUR → SIGN

2. DETOUR ↑ SIGN

3. DETOUR ← SIGN

4. DETOUR ← SIGN

5. DETOUR → SIGN

Campus Martius Park
District Plan
3-10-2017
March 7, 2019

RE: Monroe Blocks Development
Detroit, Michigan

To Whom It May Concern:

Per our current Monroe Blocks construction schedule, we do not attend to close or take possession of westbound Cadillac Square until after 2019 Jazz Fest and/or around Mid-September 2019. Please be aware the sidewalk along the north side of the street will be close to pedestrian traffic.

Per the above, Bedrock Detroit is giving permission to Quicken Loans Community Investment Fund to have the Sports Zone on westbound Cadillac Square until Mid-September 2019.

Bedrock Management Services

Malek A. Eljizi
Project Director
Brightmoor Cart Site Plans

Vendors:
1. Made Floral
2. Sweet Dreamz Creamery
3. Detroit Kombucha Brewing

Rotating Locations Images are at the end of the document
- Woodward Ave
- Capitol Park
- Esplanade

Woodward Ave - Specific Locations
- 1. 1200 Block in front of Hudson Cafe
- 2. 1200 Block in front of Moosejaw
- 3. 1400 Block in front of House of Pure Vin
  - Made Floral cannot operate 1400 block due to close proximity to Red Rose Floral

Capitol Park - Specific Locations
- Option 1: All 3 would be down the sidewalk parallel to Griswold St.
- Option 2: Perpendicular to Griswold St. in the area where the security greenhouse was located from Winter in Detroit

Esplanade - Specific Location
- All 3 vendors will spread down the sidewalk of Esplanade’s north part

Capitol Park Option 1:
Capitol Park Option 2:

Woodward:

*Made Floral cannot operate 1400 block (near John R) due to close proximity to Red Rose Floral*
Esplanade:
November 9, 2017

Mr. Jeff Wilson
Johnathan Witz and Associates
301 W. 4th Street LI. 150
Royal Oak, Michigan 48067

Winter Magic Season 2017
Detroit, Michigan

Dear Jeff,

The proposed temporary structure, scheduled for installation from November 17, 2017 until January 17, 2018, has been reviewed as presented and meets the following:

The Orangerie Aluminum Green House Structure, in accordance with MBC 2015 and ASCE 7-05, for use in regions with 90 mph basic wind speed, 3-second gust, Exposure category B (urban and suburban terrain) Mean recurrence interval of 2.5 years. Occupancy of the structures should not occur if measurable snow on the structures occur. Temporary structure anchoring points shall be reviewed on a daily basis and reset as needed during the installation period.

Design is in compliance with MBC 2015- Chapter 16

Please do not hesitate to call if there are questions on this review.

Sincerely,

MJA

Michael J. Rybicki, P.E. (#45663)
MLR Engineering
November 17, 2017

Structural Certification Letter
Junior-T Orangerie Greenhouse
Manufactured by Janssens AluSystems in Belgium

Hollingsworth Pack has performed a structural analysis of the Junior-T Model Orangerie Greenhouse to determine compliance with the International Building Code, which has been adopted by State and Local governments across all U.S. States and Territories. The Junior-T Model Orangerie is a pre-fabricated aluminum greenhouse covered with 4mm thick tempered glass panels. A photograph of the greenhouse can be found in the appendix of this letter.

Based upon our analysis, we have concluded that the greenhouse as currently installed by Exaco Trading Co. is adequate to support the following loads per the 2015 International Building Code:

Wind Load: 120 MPH (3-second gusts)
Snow Load: 35 PSF (ground-snow load)
Roof Live Load: 20 PSF

Our structural analysis and conclusions assume that the greenhouse is installed with a minimum 8"x16" tall concrete beam or solid-grouted masonry foundation continuous below the perimeter of the greenhouse walls. The greenhouse should be anchored to the foundation with (8) mounting brackets attached to the greenhouse frame, as specified in the "EOS Junior-T Mounting Instructions" document to resist overturning and uplift wind forces.

If you have any questions regarding the matters addressed, or if additional information is required, please do not hesitate to contact us. We appreciate the opportunity to be of service.

Respectfully Submitted,
Hollingsworth Pack

Chris A. Hewitt, PE, SE
Associate Partner

Albert Limantoro, EIT
Project Engineer
A. Photograph of Assembled Greenhouse
10' x 13' Market huts (20 units total)

- Model: J-ORA
- UPC code: 017783951344
- Nominal size: 13' width x 10' length
- Dimensions: 13' width x 10' 3" length x 8' 2" peak height
- Sidewall height: 5' 2"
- Color: black (RAL9005m)
- Floor space: 118 sq. ft.
- Roof vents: 2, including one with automatic opener
- 4mm tempered "Burglarplus N" safety glass that is completely clear, energy efficient, and thicker than that of typical greenhouses
- Vertical glass comes in single pieces for a more seamless look
- Glass is held in place tightly with rubber seals to prevent heat loss
- Heavy duty aluminum frame
- Paint is applied to frame via powder coating for a thicker application and better coverage
- Designed to withstand inclement weather
- Aluminum-clad, sliding door is 28" wide x 72" tall
- Tall sidewall height gives plenty of working room inside the greenhouse without having to stoop and more room for shelving
- Integrated 3" foundation frame
- Gutter and downpipes included to divert rainwater away from the foundation
- Includes condensation gutters on the interior
- Stainless steel fasteners withstand the elements
- Includes decorative roof finials
- TUV & GS tested and approved, which is similar to UL testing & listing
- Beautiful design to fit any garden
- Note: Some images may show the greenhouse with the optional accessory kit or items such as tables and chairs which are not included
- Note: Please be sure to check your local building code for any required permits
- Note: All Janssen greenhouses are special ordered from Exaco and individually inspected and packed with a 4 to 6 week lead time and so can not be returned; please let us know if you have any questions at all
- Ship in one 40" x 48" x 69" carton on one large pallet via motor freight along with one 14' long box
- Imported from Belgium by Exaco Trading Co. and shipped from their Austin, TX warehouse
Lighting for Weddings/Parties/Tent Events (E26/E27)

Commercial-Grade Heavy-Duty Light Strings, Medium Base Sockets

- Designed for year-round, outdoor use or temporary use requiring constant installations and take downs
- Heavy-duty 16AWG SPT-2 wire is robust enough for commercial use, but light enough for easy installation
- PVC encapsulated sockets with brass contacts are resistant to UV sunlight exposure
- Sockets are designed to ensure a snug, weather-resistant seal around lamp bases
- Recommended maximum wattage per medium base socket: 15 Watts
- Maximum run per circuit: 960 Watts (8 Amps) for 48 ft., 54 ft. and 106 ft.; 1,200 Watts (10 Amps) for 330 ft.
- The 48 ft. string includes a 1 ft. lead and a 1 ft. tail
- The 54 ft. and 106 ft. strings include a 6 ft. lead from the male plug to the first socket
- Not UL listed (only wire and plugs are UL components)
- Light bulbs sold separately
- 48 ft. string is end-to-end connectable; 54 ft. and 106 ft. strings are NOT end-to-end connectable

Sival, Inc.  
Catalog Pg. 20  
2017-2018 Catalog
Lighting for Weddings/Parties/Tent Events (E27, LED)

**LED S14 Bulbs, 0.65W, Medium Base (E27), 16 LEDs, Smooth Plastic Shell**

<table>
<thead>
<tr>
<th>Part #</th>
<th>Color</th>
<th>Packaging</th>
</tr>
</thead>
<tbody>
<tr>
<td>LDSMS14PW</td>
<td>Cool White</td>
<td>25/250</td>
</tr>
<tr>
<td>LDSMS14SWW</td>
<td>Sun Warm White</td>
<td>25/250</td>
</tr>
</tbody>
</table>

- Non-dimmable and dimmable available (use only LED-compatible dimmers)
- Shatter-resistant, smooth plastic shell
- Manufactured by Minleon International
- 1 year limited factory warranty
- Not UL listed
- Length: 3-1/2” Diameter: 1-3/4”
- Good replacement for 15W incandescent bulbs
- 0.65W (non-dimmable)/1.5W (dimmable) actual power consumption, but use 2W for installation calculation purposes
- Average life hours: 30,000

*Ideal for temporary applications such as weddings/special events requiring frequent installations and take downs.*

**NEW**

LED S14 Sign Bulb, 16 LEDs, 130V, E27 medium base, shatter-resistant plastic shell

Thick, shatter-resistant plastic

LED S14, smooth plastic, sun warm white
AcousticDesign™ Series
AD-S12
Small format, surface mount loudspeaker

Features
- DMF™ (Directivity Matched Transition) ensures smooth, uniform frequency response over the coverage area.
- X-Mount™ system enables the loudspeaker to be easily installed and deployed at a variety of angles with no slippage over time.
- Advanced voicing filter sets using QSC Intrinsic Correction™, available through either Q-Sys processing or CXD amplifier platforms.
- Lightweight ABS enclosures offer long-term durability and lasting good looks.
- Sealed input panel cover and powder coated aluminum grilles for added weather resistance.
- Meets IEC60529 IP-54 for dust and splash resistance.
- M10 fittings for optional yoke mount or suspended installations.
- Available in black (RAL 9011) or white (RAL 9010).
- Complete EASE, CAD & BIM information available online.

Restaurant • Retail • Audio Visual • Education • Concourses • Casinos • Transportation Terminals • Worship Facilities • Large System Ancillary Support

The QSC AcousticDesign™ AD-S12 is a surface mounted low impedance, 12” two-way loudspeaker system, ideally suited for a wide variety of foreground and background sound reinforcement applications.

The QSC AcousticDesign™ series offers integrators a premium quality installed sound solution where performance, coverage, and aesthetics are paramount. Combined with unprecedented ease-of-installation and high weather resistance, the AcousticDesign™ series provides integrators a versatile and confident install solution.

The AD-S12 features a high quality 12” weather treated paper cone woofer on a 2.5” voice coil. A carefully selected 1” exit, 1.4” compression driver perfectly matches the sensitivity and performance of the woofer for outstanding full-range reproduction.

Consistent and even 75° axisymmetric (conical) coverage is achieved through DMF™ (Directivity Matched Transition), a QSC innovation which matches the directivity patterns of the woofer and the high-frequency waveguide at the crossover point. The result is a coherent transition between transducers and improved off-axis response.

With rugged ABS enclosures, sealed input panel covers, and powder-coated aluminum grilles for weather resistance, the AcousticDesign™ surface mounted series exceed IEC60529 IP-54 ratings for dust and splash resistance.

Installers will appreciate the award-winning X-Mount™ system included with each full-range AcousticDesign™ model. This ingenious mounting solution achieves unprecedented ease-of-installation in horizontal, vertical, wall, or ceiling deployments. Knurled surfaces at the pivot planes ensure the load will not drift or sag over time. Articulation marks allow preconfiguration of the X-Mount™ while on the ground with no special tools required. Once secure, the loudspeaker installs in seconds, allowing the installer to work safer, smarter, and faster with repeatable results.

The AD-S12 also includes M10 fittings for optional yoke mount (YMS12) or shoulder eyebolt (M10 Kit-C) accessories for installation versatility.

The AcousticDesign™ series feature a stylish appearance free of obtrusive logo adornments for aesthetically sensitive installations. AcousticDesign™ surface loudspeakers are available in QSC standard black (RAL 9011) or white (RAL 9010) and may be painted to match any decor.

To assist in successful systems integration, complete EASE, CAD, and BIM files are available for online download at QSC.com.
**AD-S12 Details**

**Horizontal Contour:**

Sound pressure level (dB) vs. frequency (Hz)

**Impedance / Frequency Response:**

Sound pressure level (dB) vs. frequency (Hz)

**Specifications:**

<table>
<thead>
<tr>
<th>System Details</th>
<th>AD-S12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective frequency range</td>
<td>50 – 20 kHz</td>
</tr>
<tr>
<td>Rated noise power / voltage</td>
<td>300 watts / 50 volts rms</td>
</tr>
<tr>
<td>Broad-band sensitivity</td>
<td>95 dB SPL</td>
</tr>
<tr>
<td>Coverage angle (-6 dB)</td>
<td>150°</td>
</tr>
<tr>
<td>Directivity factor (Ω)</td>
<td>1.2</td>
</tr>
<tr>
<td>Directivity index</td>
<td>11 dB</td>
</tr>
<tr>
<td>Maximum continuous SPL</td>
<td>120 dB</td>
</tr>
<tr>
<td>Maximum peak SPL</td>
<td>126 dB</td>
</tr>
<tr>
<td>Rated impedance</td>
<td>8 ohms</td>
</tr>
<tr>
<td>Recommended amplifier power</td>
<td>600 watts</td>
</tr>
<tr>
<td>HF transducer</td>
<td>1 exit / 1.4&quot; voice-coil compression driver</td>
</tr>
<tr>
<td>LF transducer</td>
<td>12&quot; weather resistant paper cone woofer, 2.5&quot; / 64 mm voice-coil</td>
</tr>
<tr>
<td>Input connector type</td>
<td>Euroblock connector with parallel output</td>
</tr>
<tr>
<td>Enclosure material</td>
<td>Powder coated ABS polymer</td>
</tr>
<tr>
<td>Grille material</td>
<td>Powder coated aluminum</td>
</tr>
<tr>
<td>X-Mount material</td>
<td>Powder coated aluminum</td>
</tr>
<tr>
<td>Finish protection</td>
<td>IP-54</td>
</tr>
<tr>
<td>Operating environment</td>
<td>Designed for indoor and outdoor use</td>
</tr>
<tr>
<td>Testing</td>
<td>The AD Series loudspeakers qualified for outdoor use using the following tests: Sand fog: MIL-STD-810G Method 509.5 for 100 hrs. Humidity: MIL-STD-810G Method 507.5, Natural cycle 82, cyclic high RH for 7 days High and low temperature: tested to QSC internal standards between -20° and 50°C</td>
</tr>
<tr>
<td>Operating Temperature Range</td>
<td>-20 to 50°C (4 to 122°F)</td>
</tr>
<tr>
<td>Salt weights</td>
<td>26.2 lb / 11.8 kg</td>
</tr>
<tr>
<td>Product dimensions</td>
<td>25.4&quot; x 11.7&quot; x 12.7&quot; (645 x 301 x 323 mm)</td>
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<tr>
<td>Shipping weight</td>
<td>46.3 lbs / 21 kg</td>
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<tr>
<td>Shipping dimensions</td>
<td>34.5&quot; x 17.9&quot; x 17.2&quot; (875 x 455 x 437 mm)</td>
</tr>
<tr>
<td>Included accessories</td>
<td>X-Mount mounting system, euroblock connector, input panel cover</td>
</tr>
<tr>
<td>Optional accessories</td>
<td>HMX17 fly mount, M10 FR-3</td>
</tr>
</tbody>
</table>

As part of QSC's ongoing commitment to product development, specifications are subject to change without notice.

© 2018 QSC LLC. All rights reserved. QSC and the QSC logo are registered trademarks of QSC LLC. in the U.S. and other countries. All other trademarks are the property of their respective owners. This is their policy of being human.

AD-S12 Spec Sheet 03/01/2018
April 13, 2019

To Whom It May Concern:

In connection with the “Detroit Summer Food and Beverage Operations & 2019 Sports Zone” campaign and Quicken Loans Community Investment Fund activation of public spaces located in Capitol Park and Cadillac Square, Rock Security will partner with the Downtown Detroit Partnership to provide secondary security coverage at those locations.

Food and beverage operators will be responsible for coordinating additional security coverage for their specific establishments.

Thank you,

Chuck Wilson
Chief Security Officer
Rock Security
Direct: 313.220.3858
chuckwilson@rocksecurity.com
April 13, 2019

To Whom It May Concern:

In connection with Quicken Loans Community Investment Fund activation of public space located at Cadillac Square for the "Detroit Summer Food and Beverage Operations & 2019 Sports Zone" campaign, Rock Security acknowledges that it will coordinate Detroit Police Secondary coverage for the Sports Zone through Pinkerton, to be provided as follows:

May 11, 2019 – August 26, 2019

- One Officer: 9am – 9pm, 7 days a week

Thank you.

Chuck Wilson
Chief Security Officer
Rock Security
Direct: 313.220.3858
chuckwilson@rocksecurity.com
ROCK VENTURES LLC - WORK ORDER NO 2019-02 - Summer Activities

Contractor hereby agrees to perform the services described below subject to the terms and conditions of the Independent Contractor Agreement with the Effective Date of August 1, 2013 by and between "Company" and "Contractor".

<table>
<thead>
<tr>
<th></th>
<th>Contractor's Name</th>
<th>DMCare Express, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>May 11, 2019</td>
</tr>
<tr>
<td>2</td>
<td>Start Date of Services</td>
<td>September 13, 2019</td>
</tr>
<tr>
<td>3</td>
<td>Completion Date of Services</td>
<td>See below</td>
</tr>
<tr>
<td>4</td>
<td>Location of Services</td>
<td></td>
</tr>
</tbody>
</table>

**Hours of Service**

**Coverage Times/Dates:**

**Food and Beverage in Capitol Park:**
- May 11, 2019 – September 13, 2019
  - Monday - Thursday: 11 AM – 10 PM
  - Friday - Saturday: 11 AM – 12 AM
  - Sunday: 11 AM – 7 PM

**Sports Zone in Cadillac Square:**
- May 11, 2019 – August 26, 2019
  - Monday – Sunday: 9 AM – 9 PM

**Location of Services**

Cadillac Square and Capitol Park

Emergency phone calls will come from the Rock Security Command Center located in the Chase Building 313-373-3333.

**Scope of Services:**

Respond to medical emergencies at the above locations under the terms and conditions of the Independent Contractor Agreement dated August 1, 2013.

**Compensation:**

No additional cost.

**Effective Date:** March 12, 2019

By: [Signature]
Print Name: Chuck Wilson

By: [Signature]
Print Name: Lewis Nichols
CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 07/31/2018

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

IMPORTANT: If the certificate holder is an additional insured, the policy(ies) must have additional insured provisions or be endorsed.

If subrogation is waived, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA INC.
ONE TOWNE SQUARE, SUITE 1100
SOUTHFIELD, MI 48076

CN10175755-Cont-15-20

INSURED
Quicken Loans Inc. and its subsidiaries
1020 Woodward Avenue
Detroit, MI 48226

INSURER(S) AFFORDING COVERAGE

<table>
<thead>
<tr>
<th>NAIC#</th>
<th>INSURER A: Great Northern Insurance Company 20303</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>INSURER B: Chubb Indemnity Insurance Company 12777</td>
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<tr>
<td></td>
<td>INSURER C: Federal Insurance Company 20281</td>
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<tr>
<td></td>
<td>INSURER D: NIA</td>
</tr>
<tr>
<td></td>
<td>INSURER E:</td>
</tr>
<tr>
<td></td>
<td>INSURER F:</td>
</tr>
</tbody>
</table>

COVERAGES CERTIFICATE NUMBER: CH-00995931-09

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

IN SURER A: Great Northern Insurance Company 20303

<table>
<thead>
<tr>
<th>TYPE OF INSURANCE</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td></td>
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<tr>
<td>CLAIMS-MADE OCCUR</td>
<td>3602,03-97</td>
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<tr>
<td>EACH OCCURRENCE</td>
<td>EACH OCCURRENCE</td>
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<tr>
<td>$1,000,000</td>
<td>$1,250,000</td>
</tr>
<tr>
<td>MED EXP (Any one person)</td>
<td>MED EXP (Any one person)</td>
</tr>
<tr>
<td>$1,000,000</td>
<td>$1,000,000</td>
</tr>
<tr>
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IN SURER B: Chubb Indemnity Insurance Company 12777

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<tr>
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IN SURER C: Federal Insurance Company 20281

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<td>WORKER COMPENSATION AND EMPLOYER'S LIABILITY</td>
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CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mairesha Mukherjee

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**CERTIFICATE OF LIABILITY INSURANCE**

**DATE (MM/DD/YYYY)** 09/28/2018

**This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.**

**Important:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**
Marsh USA Inc.
One Towne Square, Suite 1106
Southfield, MI 48075

**INSURED**
Quicken Loans Inc.
Att: Julie Booth
1630 Woodward Avenue
Detroit, MI 48226

**INSURER(S) AFFORDING COVERAGE**

<table>
<thead>
<tr>
<th>NAIC #</th>
<th>INSURER A:</th>
<th>INSURER B:</th>
<th>INSURER C:</th>
<th>INSURER D:</th>
<th>INSURER E:</th>
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<tr>
<td></td>
<td>Great Northern Insurance Company</td>
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<td>NA</td>
<td>NA</td>
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**COVERAGES**

**CERTIFICATE NUMBER:** CH-00613901-01

**REVISION NUMBER:** 2

**This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this indicated certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.**

**INSR ADDL SUBR %POLICY EXP**

**TYPE OF INSURANCE**

<table>
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<tr>
<th>A</th>
<th>X</th>
<th>COMMERCIAL GENERAL LIABILITY</th>
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<th>POLICY</th>
<th>PROJ X LOC</th>
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**OTHER:**

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<tr>
<td>ANY AUTO</td>
</tr>
<tr>
<td>OWNED</td>
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<td>Hired</td>
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<td>AUTOS ONLY</td>
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<tr>
<td>SCHEDULED</td>
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<tr>
<td>NON-OWNED</td>
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</table>

**UMBRELLA LIABILITY**

| OCCUR |
| CLAIMS-MADE |

**EXCESS LIABILITY**

| EXCESS LIABILITY |
| CLAIMS-MADE |

**WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY**

| YES | NA |

**AND EXECUTIVE OFFICER OF COMPANY EXCLUDED (Mandatory in NH)**

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES**

**CERTIFICATE HOLDER**

Downtown Detroit Partnership
1 Campus Martius #380
Detroit, MI 48226

**CANCELLATION**

**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

**AUTHORIZED REPRESENTATIVE**

Maneshi Mukherjee

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### CERTIFICATE OF LIABILITY INSURANCE

**DATE (MM/DD/YYYY):** 09/20/2018

---

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(es) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

---

**PRODUCT**
Marsh USA Inc.
One Towne Square, Suite 1100
Southfield, MI 48076

**CN101767535-Certi18-20**

**INSURED**
Quicken Loans Inc.
Attn: Julie Booth
1030 Woodward Avenue
Detroit, MI 48226

**INSURER(S) AFFORDING COVERAGE**

| Insurer | NAIC
<table>
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**COVERAGES**

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**CERTIFICATE NUMBER:** CH-009131007-01

**REVISION NUMBER:** 2

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**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HERIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

---

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES**

**CERTIFICATE HOLDER**

Downtown 300 Conservancy
1 Campus Martius #500
Detroit, MI 48226

**AUTHORIZED REPRESENTATIVE**

Marsh USA Inc.

Munesh Mulherjee

---

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**ACORD 25 (2016/03)** The ACORD name and logo are registered marks of ACORD
MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): ☑ APPROVED ☐ DENIED ☐ N/A ☐ CANCELED

Petition #: 622 Event Name: Jazzin at the Vanity

Event Date: June 28 - 29, 2019

Street Closure: Jefferson Avenue

Organization Name: Jefferson East Inc.

Street Address: 300 River Place Drive #5250 Detroit, MI 48207

Receipt date of the COMPLETED Special Events Application:

Date of City Clerk's Departmental Reference Communication:

Due date for City Departments reports:

Due date for the Coordinators Report to City Clerk:

Event Elements (check all that apply):

☐ Walkathon ☐ Carnival/Circus ☑ Concert/Performance ☐ Run/Marathon

☐ Bike Race ☐ Religious Ceremony ☐ Political Ceremony ☑ Festival

☐ Filming ☐ Parade ☐ Sports/Recreation ☐ Rally/Demonstration

☐ Fireworks ☐ Convention/Conference ☐ Other: ________________________________

☑ 24-Hour Liquor License

Petition Communications (include date/time)

Jefferson East, Inc. will be revamping "Jazzin on Jefferson" to showcase the Vanity Ballroom by hosting a block party on Jefferson Avenue between Lakewood and Newport from 2:00pm - 10:00pm each day.

**ALL permits and license requirements must be fulfilled for an approval status**

<table>
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<tr>
<th>Date</th>
<th>Department</th>
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<th>APPROVED</th>
<th>DENIED</th>
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<td>DPD 5th Precinct will Assist</td>
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<td>DPW</td>
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<td>ROW Permit Required</td>
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<td>Health Dept.</td>
<td>☐</td>
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<td>☐</td>
<td>Temporary Food License Required</td>
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**ENTERED MAY 20 2019 - MEG TO MEG.S.W. R.W (2C)**
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<tr>
<th>Date</th>
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<td>TED</td>
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<td>Type III, Concrete Barricades &amp; Road Closure Signage Required</td>
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<td>Bldg &amp; Safety</td>
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<td>Permits Required for Tents, Stages &amp; Generators</td>
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<td></td>
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<td>Vendors License &amp; Liquor License Required</td>
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<td></td>
<td>Mayor's Office</td>
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<td>✔️</td>
<td></td>
<td>All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.</td>
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<td>No Parking Signs Required</td>
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<td>✔️</td>
<td></td>
<td>Low Impact on Buses</td>
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**MAYOR'S OFFICE**

Signature: [Signature]

Date: May 16, 2019
To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

DPW - CITY ENGINEERING DIVISION  PLANNING AND DEVELOPMENT DEPARTMENT
MAYOR'S OFFICE  POLICE DEPARTMENT
FIRE DEPARTMENT  MUNICIPAL PARKING DEPARTMENT
TRANSPORTATION DEPARTMENT  BUSINESS LICENSE CENTER

622  Jefferson East Inc., request to hold "Jazzin at the Vanity" on Jefferson between Newport and Lakewood on June 28 and 29, 2019 from 4:00 PM to 10:00 PM and 12:00 PM to 10:00 PM respectively with closures of Jefferson, Lakewood and Newport.
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Jazzin at the Vanity

Event Location: Jefferson between Newport and Lakewood

Is this going to be an annual event? ☐ Yes ☐ No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organizational Name: Jefferson East, Inc.

Organizational Mailing Address: Address: 300 River Pl Dr #5250, Detroit, MI 48207

Business Phone: (313) 331-7939 Business Website: www.jeffersoneast.org

Applicant Name: Mark Loeb, Consultant

Business Phone: 313 486 2666 Cell Phone: 734 216 3958 Email: mark@integrityshows.com

Event On-Site Contact Person:

Name: Mark Loeb

Business Phone: 313 486 2666 Cell Phone: 734 216 3958 Email: mark@integrityshows.com

Event Elements (check all that apply)

[ ] Walkathon [ ] Carnival/Circus [✓] Concert/Performance

[ ] Run/Marathon [ ] Bike Race [ ] Religious Ceremony

[ ] Political Event [✓] Festival [ ] Filming

[ ] Parade [ ] Sports/Recreation [ ] Rally/Demonstration

[ ] Convention/Conference [ ] Fireworks [ ] Other: 

Projected Number of Attendees: 5000

Please provide a brief description of your event:

Jefferson East has been producing variations of Jazzin on Jefferson for many years to celebrate the
What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: 06/27/2019  Time: 7:00 PM  Complete Set-up Date: 06/28/19  Time: 4:00 PM

Event Start Date: 06/28/2019  Time: 4:00 PM  Event End Date: 06/29/2019  Time: 10:00 PM

Begin Tearing Down Date: 06/29/2019  Complete Tear Down Date: 06/29/2019

Event Times (If more than one day, give times for each day): Friday 4pm until 10pm, Saturday Noon until 10pm

---

Section 3- LOCATION/SITE INFORMATION

Location of Event: Jefferson between Lakewood and Newport including a section of Lakewood and Newport

Facilities to be used:
- Street ✓
- Sidewalk ✓
- Park
- City

Facility

Please attach copies of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of tents and canopies
- Location of sound stages
- Location of bleachers
- Location of press area
- Sketch of street closure
- Sketch of proposed light pole banners

You will be prompted to upload these attachments upon submitting this form

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

Jazz performances

Will a sound system be used?  ● Yes  □ No

If yes, what type of sound system? Professional sound

Describe specific power needs for entertainment and/or music:

Generators

How many generators will be used?  Two

How will the generators be fueled?  Arrive fueled
Name of vendor providing generators:

Contact Person: To be determined - Probably MAD Power

Address: ____________________________ Phone: ____________________________

City/State/Zip

Section 5- SALES INFORMATION

Will there be advanced ticket sales? □ Yes ☐ No
If yes, please describe: ____________________________________________________

Will there be on-site ticket sales? □ Yes ☐ No
If yes, list price(s): __________________________

Will there be vending or sales? ☐ Yes □ No
If yes, check all that apply:
[ ] Food [ ] Merchandise [ ] Non-Alcoholic Beverages [ ] Alcoholic Beverages

Indicate type of items to be sold:
Food and drink, Local businesses.

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: To be determined, Probably Tricon along with Secondary Employment

Contact Person: ____________________________
Address: ____________________________ Phone: ____________________________

City/State/Zip: ____________________________

Number of Private Security Personnel Hired Per Shift: ____________________________

Are the private security personnel (check all that apply):
[ ] Licensed [ ] Armed [ ] Bonded

How will you advise attendees of parking options? Website, signage and advertisements.
Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e., pedestrian traffic, sound carryover, safety)?
More traffic and sound into the early evening. Traffic disruptions.

Have local neighborhood groups/businesses approved your event? 
- Yes 
- No

Indicate what steps you have or will take to notify them of your event:
Jefferson East regularly meets with the neighborhood groups and will involve them in the planning of this project as possible.

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event: Structure

<table>
<thead>
<tr>
<th>How Many?</th>
<th>Size/Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth</td>
<td></td>
</tr>
<tr>
<td>Tents (enclosed on 3 sides)</td>
<td>10 - 12</td>
</tr>
<tr>
<td>Canopy (open on all sides)</td>
<td>5</td>
</tr>
<tr>
<td>Staging/Scaffolding</td>
<td>2</td>
</tr>
<tr>
<td>Bleachers</td>
<td></td>
</tr>
</tbody>
</table>

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?
Contact Person: Red Cross trained volunteers

Address:
City/State/Zip:

Name of company providing port-a-johns: Johns Sanitation
Contact Person:
Address: Phone:
City/State/Zip:

Name of private catering company: NA
Contact Person:
Address: Phone:
City/State/Zip:
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Attach a map or sketch of the proposed area for closure.

STREET NAME: Jefferson
FROM: Lakewood TO: Newport
CLOSURE DATES: 06/27/2019 BEG TIME: 7:00 PM END TIME:
REOPEN DATE: 06/29/2019 Midnight TIME:

STREET NAME: Lakewood
FROM: Jefferson TO: Alley
CLOSURE DATES: 06/27/2019 BEG TIME: 7:00 PM END TIME:
REOPEN DATE: 06/29/2019 Midnight TIME:

STREET NAME: Newport
FROM: Jefferson TO: Alley
CLOSURE DATES: 06/27/2019 BEG TIME: 7:00 PM END TIME:
REOPEN DATE: 06/29/2019 Midnight TIME:

STREET NAME: 
FROM: 
CLOSURE DATES: 
REOPEN DATE: 
TIME:

STREET NAME: 
FROM: 
CLOSURE DATES: 
REOPEN DATE: 
TIME:
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor’s designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant

Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney’s fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: Jazzin at the Vanity

Date: June 28-29, 2019

Event Organizer:
Jefferson East, Inc.

Applicant Signature: ________________________________

Date: 01/05/2019
Quicken Loans Detroit Demo Day will take place at The Fillmore from 5:00pm - 11:00pm. The parking lane and adjacent sidewalk will be closed on Elizabeth Street between Woodward and Park to accommodate 6 food trucks reserved for attendees.
<table>
<thead>
<tr>
<th>Date</th>
<th>Department</th>
<th>N/A</th>
<th>APPROVED</th>
<th>DENIED</th>
<th>Additional Comments</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>TED</td>
<td></td>
<td>✓</td>
<td></td>
<td>Bike Rack Barricades Required</td>
</tr>
<tr>
<td></td>
<td>Recreation</td>
<td>✓</td>
<td></td>
<td></td>
<td>No Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>Bldg &amp; Safety</td>
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<td>No Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>Bus. License</td>
<td></td>
<td>✓</td>
<td></td>
<td>Vendors License Required</td>
</tr>
<tr>
<td></td>
<td>Mayor’s Office</td>
<td></td>
<td>✓</td>
<td></td>
<td>All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.</td>
</tr>
<tr>
<td></td>
<td>Municipal Parking</td>
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<td></td>
<td>Purchase of Parking Meters Required</td>
</tr>
<tr>
<td></td>
<td>DDOT</td>
<td></td>
<td>✓</td>
<td></td>
<td>No Impact on Buses</td>
</tr>
</tbody>
</table>

**MAYOR’S OFFICE**

Signature: *Bethanie Austin*

Date: *May 8, 2019*
Demo Day – City of Detroit Special Events Application

Our Ask
We are requesting approval to have the sidewalk closed on Elizabeth Street. We would like advice on any additional logistical or safety concerns we should be aware of and are open to a street closure if necessary.

Our Why?
We will be using the sidewalk space to add food trucks to the Demo Day activities. This will enhance the guest experience and will supplement the complimentary food that will be served inside the Fillmore.

Event Timing
Demo Day Event: 5:00pm – 11:00pm
Pre – Party/Food Trucks Service Time: 5:00pm – 7:00pm
Requested Sidewalk Closure: 3:00pm – 8:00pm
Please note: Load in and load out times can be flexible based on what the city requires.

Food Truck Selection
- Delectabowl
- El Guapo
- The Mean Weenie
- Detroit Style Pizza Company
- Detroit Mini Donut

Contracts will be finalized pending approval from the City of Detroit.
*No liquor will be served outside of The Fillmore.

Trash and Sanitation
All guest trash (food containers, utensils, etc.) will be taken care of by The Fillmore (per contract). Any trash created by the food trucks internally will be taken by the food trucks themselves at the end of the event.

Generators and Power
If a food truck requires a generator it will be placed next to the truck. Food truck to obtain necessary generator permits (if applicable).

Security and Barricades
The Fillmore and Rock Security will monitor the sidewalk and food truck area. We will use bike racks to create barricades in between and around the trucks to keep the area closed to the public.

Meter Permits
The Fillmore will pull the required meter permits.
Key
- Bike Racks
- Building Entrance
- Security
- Food Trucks
- Trash Bins

3 - 8pm  Requested Sidewalk closure time
5 - 7pm  Food Truck Service
5-11pm  Demo Day Full Event

W Elizabeth Street
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Marsh USA Inc.
One Towne Square, Suite 1100
Southfield, MI 48075

CONTACT NAME: Marsh USA Inc.
PHONE: 
FAX: 
E-MAIL: 
ADDRESS: 

INSURER(S) AFFORDING COVERAGE
INsurer A: Great Northern Insurance Company
INsurer B: N/A
INsurer C: Federal Insurance Company
INsurer D: N/A
INsurer E: 

CERTIFICATE NUMBER: CH-00916814-11
REVISION NUMBER: 6

COVERAGE

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

PRODUCER CONTACT NAME: Marsh USA Inc.
PHONE: 
FAX: 
E-MAIL: 
ADDRESS: 

INSURER AFFORDING COVERAGE
INsurer A: Great Northern Insurance Company
INsurer B: N/A
INsurer C: Federal Insurance Company
INsurer D: N/A
INsurer E: 

COVERAGES

INsured
Quicken Loans Inc.
Attn: Julie Booth
1050 Woodward Avenue
Detroit, MI 48226

INSURED INSURER
Quicken Loans Inc.

APPLIES PER:
POLICY |
EXCEPTIONS:

OTHER |

AUTO MOBILE LIABILITY

EACH OCCURRENCE $ 1,000,000
MED EXP (Any one person) $ 100,000
PERSONAL & ADJ INJURY $ 1,000,000
GENERAL AGGREGATE $ 2,000,000
PRODUCTS - COM-POL AGG $ 2,000,000

WORKERS COMPENSATION

EACH OCCURRENCE $ 1,000,000
AGGREGATE $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES
[ACORD 101, Additional Remarks Schedule, may be attached if more space is required]

CERTIFICATE HOLDER
City of Detroit
2 Woodward Avenue
Detroit, MI 48226

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
of Marsh USA Inc.
Manashi Mukherjee

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# CONFIRMATION OF SERVICES

HART EMS MEDICAL SERVICES, PLLC  
220 BAGLEY, SUITE 912  
DETROIT, MI 48226  
313.366.4278 OR 313.216.1771 FAX

## Event: Quicken Loans Demo Day  
## Location: Fillmore Theater

<table>
<thead>
<tr>
<th>Date of Service:</th>
<th>Start to End Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 14, 2019</td>
<td>5:00pm – 10:00pm</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Services Requested By Client:</th>
<th>Quantity</th>
<th>Location:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Provider</td>
<td>1</td>
<td>TBD</td>
</tr>
<tr>
<td>First Aid Station</td>
<td>1</td>
<td>TBD</td>
</tr>
</tbody>
</table>

## Additional Procedures:

We will increase our compliment of services based on need as the event progresses.

Adam Gottlieb  
Hart EMS Medical Services, PLLC  
4-11-2019  
Date
Quicken Loans Inc. ("Client") and Live Nation Worldwide, Inc. ("LN") do hereby agree on the following terms, conditions and definitions (the "Agreement") with regard to Client licensing the premises described below to host Client's upcoming event:

**CLIENT:** Quicken Loans Inc.
1050 Woodward Avenue Detroit, MI 48226
Janelle Hamood
Telephone: (313) 782-8635 / Email: JanelleHamood@QuickenLoans.com

**EVENT:** Demo Day ("Event")

**EVENT NUMBER:** DT05757

**VENUE:** Fillmore Detroit ("Venue")
2115 Woodward Avenue Detroit,MI 48201
Alix Heinz
Telephone: (313) 230-2602 / Email: AlixHeinz@livenation.com

**LOCATION IN THE VENUE:** Entire Theatre ("Space")

**DATE AND TIME ("Term"):**
- Load In: Begins at 9:00 am on Wednesday, June 12, 2019
- Event: 1:00 pm to 11:00 pm on Friday, June 14, 2019
- Load Out: Completed by 12:00 am on Friday, June 14, 2019

**COST/FEES/OTHER:**
- Revenue Guarantee: A minimum of $60,000.00 ("Revenue Guarantee")
- Event Cost: $59,080.00 (As more fully described in the Special Event Order (the "Special Event Order") attached hereto and incorporated herein by this reference)
- Estimated Guest Count: 1000 ("Estimated Guest Count")

**ADDITIONAL REQUIREMENTS:**
- Agreement due by: 3/20/2019
- Certificate of Insurance due by: Seven (7) days prior to Event date
- Deposit ("Deposit"): An amount equal to fifty percent (50%) of the Event Cost due upon execution of this Agreement.

**Balance of Event Cost due:**
IF EVENT IS MORE THAN 90 DAYS OUT:
30 days prior to the Event date

IF EVENT IS LESS THAN 90 DAYS OUT:
7 days prior to the Event date

**Form of payment for Deposit and Balance of Event Cost:**
Payments made less than 14 days prior to the Event may be paid by cash, credit card, cashier's check, money order, ACH or wire. Company and personal checks will not be accepted.

Payments made 14 or more days prior to the Event may be paid by cash, credit card, cashier's check, money order, ACH, wire or company checks. Personal checks will not be accepted.
LN's standard terms and conditions are attached hereto as Exhibit A and incorporated herein by this reference.

Client's Designee (whom Client warrants has/have full authority to commit Client's funds and to authorize expenditures of monies on Client's behalf in connection with the Event):

Name:  Janelle Hamood

ACCEPTED AND AGREED as of the date first written above:

Quicken Loans Inc.

[Signature]

Janelle Hamood representing Quicken Loans Inc.

Date:  03.20.2019

LIVE NATION WORLDWIDE, INC.

______________________________

Alix Heinz representing LN

Date:  ______________________
EXHIBIT A
SPECIAL EVENT AGREEMENT
TERMS AND CONDITIONS

1. Purpose and Term.
A. LN grants to Client the privilege and license to use the Space to present the Event during the hours provided above. Client agrees to reimburse LN for any overtime wages, payments or other expenses incurred if the Event lasts longer than the agreed-upon hours. Unless otherwise agreed to in writing by LN, Client shall not sell tickets to or promote the Event to the general public.
B. If a signed copy of this Agreement and the Deposit have not been received by LN prior to the date provided above, LN shall have the right to contract with other parties for the use of the Space without further notice to Client.

2. Financial Settlement.
A. Client agrees to pay to LN the costs and charges for all necessary staffing and operational services provided by LN in connection with the Event, including, without limitation, catering, security, traffic control, entertainment, production, ushers, janitors and the room rental fees.
B. Client agrees to spend at least the Revenue Guarantee on Event room rental fees, beverage, catering and production costs. This minimum does not include any applicable taxes, administrative fee (fees for administrative overhead, documentation, preparations and proper management of the Event; such administrative fee is not, nor is it intended to be, a service charge, tip or gratuity for wait staff, service employees or service bartenders), retail, tickets, talent charges and any other charges set forth in the Special Event Order. Such amount is the Revenue Guarantee and may not be reduced and is independent of the Final Guest Count or the actual guest count.
C. The Event Cost is an initial estimate of the total cost of the Event listed in the Special Event Order, which sets forth the menu, accommodations and logistics for the Event in greater detail. The Special Event Order may be amended by the parties to reflect any changes to the Event. For purposes of this Agreement, execution of an amended Special Event Order increasing total costs associated with the Event will amend the Event Cost such that it matches the event cost set forth in the revised Special Event Order. The Event Cost and the amounts set forth in the Special Event Order are good faith estimates of the total cost of the Event. The actual cost for the Event may increase based on Client's subsequent requirements or requests, and Client agrees to pay all such costs in excess of the Event Cost.
D. An Estimated Guest Count will be included on the first page of the Agreement. Client will provide a Final Guaranteed Guest Count to LN no later than 11:00 am seven (7) days prior to the Event ("Final Guaranteed Guest Count"). If the Event Cost is based on a per guest charge, Client agrees to pay according to the Estimated Guest Count, the Final Guaranteed Guest Count or the actual guest count, whichever is greater. LN does not guarantee that it can accommodate food, beverages and other services for more than five percent (5%) above the Estimated Guest Count.
E. The Deposit shall be paid as provided under "Additional Requirements" in this Agreement. The balance of the Event Cost is due in a form of payment provided under "Additional Requirements" in this Agreement. All additional charges incurred for and/or during the Event are due on the night of the Event, paid by cash or a valid major credit card. Personal checks are not accepted.
F. In order to guarantee payment for balances due and any additional charges incurred during and/or for the Event, a credit card authorization form, attached hereto and incorporated herein by reference as Exhibit B, must be completed, signed and returned with this Agreement. The completed credit card form authorizes LN to process any and all outstanding balances due, including liquidated damages. Client's execution of this Agreement and the attached credit card authorization form authorizes LN to process charges set forth above against the credit card without further notice to Client. If any payment is not received by LN when due, LN may terminate the Agreement and retain the Deposit. The Deposit is refundable only in the event of a Force Majeure Occurrence as provided in Section 16.G below.
G. The parties acknowledge that it would be extremely difficult, if not impossible, to determine with certainty the damages which LN would suffer in the event of Client's cancellation due to the difficulty in re-selling the Space and, accordingly, the parties have agreed upon the liquidated damages set forth below as fair and reasonable compensation for such damages:

<table>
<thead>
<tr>
<th>Days prior to Event</th>
<th>% of Revenue Guarantee</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 Days or More</td>
<td>75% of the Revenue Guarantee</td>
</tr>
<tr>
<td>0-29 Days</td>
<td>100% of the Revenue Guarantee</td>
</tr>
</tbody>
</table>

All cancellation notices must be made in writing. The liquidated damages, less any Deposits already received, shall be paid to LN by Client within three (3) business days following Client's cancellation of the Event.

3. Parking. The following shall apply if parking is ordinarily available at the Venue:
A. All parking operations shall be conducted by LN's designated parking concessionaire unless otherwise agreed in writing by LN. Client's delivery arrangements that require a loading dock must be coordinated with LN forty eight (48) hours in advance of use. All proceeds of parking operations shall be retained solely by LN. Notwithstanding the foregoing, should Client elect not to charge its guests for parking, the cost for parking shall be added as a line item expense to the Special Event Order.
B. LN shall not be responsible, under any circumstances, for any loss or damage occurring to automobiles brought to the Venue by Client's employees, subcontractors or guests.

4. Concessions.
A. Unless otherwise provided in the Special Event Order, LN's designated food and beverage concessionaire ("Concessionaire") shall sell all food and beverages and retain one hundred percent (100%) of the profits therefrom. Client shall work with LN regarding all commercially reasonable food and beverage related matters, including, without limitation, requests involving the service of alcoholic beverages. If merchandise will be available for sale during the Event, LN's designated merchandise vendor shall sell the merchandise and retain a mutually agreed upon portion of merchandise revenue, net of tax, credit card processing fees and
the purpose of promoting or marketing the business of LN or its affiliates, or any properties which they respectively own, operate or
their personal use.

the Outside Caterer's acts, omissions, negligence or services.

vendors or exhibitors or otherwise permit vendors or exhibitors at the Venue in connection with the Event, Client shall comply with the
following provisions:

i. not provide alcoholic beverages; and

ii. indemnify and hold the LN Parties (as herein defined) and Concessionaire harmless from any claims, suits, losses, injuries, liability and damages (including reasonable attorneys' fees and court costs) (collectively, "Claims") arising in connection with
the Outside Caterer's acts, omissions, negligence or services.

5. Booth / Commercial Space. In the event that Client desires to sell booth/commercial space ("Booth Space") at the Venue to
vendors or exhibitors or otherwise permit vendors or exhibitors at the Venue in connection with the Event, Client shall comply with the following provisions:

A. Client will first obtain LN's approval of each Booth.

B. Client will be solely responsible for causing Booths to comply with applicable law and applicable Venue rules and
regulations.

C. Client will be solely responsible for ensuring payment of any and all taxes or other fees associated with the Booths or
the use of the Booth Space.

6. Use of LN Name / Recording Rights/ Photography.

A. Client may use the Venue name and/or logo in printed materials or media used to announce or promote the Event;
provided that Client obtains LN's prior approval in each instance.

B. Unless Client executes the Recording Addendum, Client shall not conduct or permit any photography, film, video, audio
or other recording of the Event to take place. Notwithstanding the foregoing, Client's guests may photograph and record the Event for
their personal use.

C. LN shall be permitted to photograph and record the Event (the "LN Recordings") and use the LN Recordings solely for
the purpose of promoting or marketing the business of LN or its affiliates, or any properties which they respectively own, operate or
manage, (i) on LN's or its affiliates' website(s), (ii) on LN's or its affiliates' social media pages (including "channels" on You Tube or any
similar social media website), (iii) in LN's or its affiliates' email and text blasts, or (iv) for installation or display (including use in printed
collateral) at such properties (collectively, the "LN Marketing"). LN owns all rights in and to the LN Recordings.

D. To the extent any recording of the Event is permitted by LN (the "Client Recordings"), Client grants to LN a worldwide,
unlimited, irrevocable, royalty-free and perpetual license to reproduce, display, transmit and copy those Client Recordings which have
been previously broadcasted, transmitted or otherwise made available to the general public by Client (in whatever manner, format or
media), solely for the purpose of LN Marketing. LN shall not edit or modify any Client Recording except that LN may "crop" or use only
a selected portion of a Client Recording as may be necessary to integrate a Client Recording into LN or its affiliates' applicable
promotion or marketing materials as contemplated herein. The rights granted to LN under this Agreement shall not otherwise affect
Client's exclusive ownership of the Client Recordings. Solely for the purposes contemplated in this paragraph, Client agrees to make a
reasonable amount or number of Client Recordings available to LN in a format requested by LN, at LN's expense, in order to permit LN
to use the Client Recordings as authorized herein.

7. Charitable Donations. In the event that LN permits and Client obtains the right to collect charitable donations in connection with
the Event, Client warrants and represents that it will comply with all applicable laws, regulations and ordinances imposed by any
governmental authority in collecting said donations. Client further agrees that it will be solely responsible for all tax and other liability
related to such donations.

8. Tickets. If Client's guests will be attending a scheduled show at the Venue, Client must purchase tickets for the show in advance.
LN cannot guarantee ticket availability until tickets are purchased. All ticket purchases are non-refundable regardless of any change in
guest count.

9. Talent and Production Fees. Client may engage LN to assist with booking talent for the Event pursuant to a separate booking
agreement. If electing to book its own talent for the Event, Client will provide LN a fully signed copy of the contract and all riders, will
obtain all required rights, consents and licenses necessary in connection with the performance and will pay LN a booking fee equal to
ten percent (10%) of the applicable guarantee. Client agrees to indemnify and hold LN harmless for all
Claims arising from such talent. A separate production fee will be charged based on the talent's rider requirements.

10. Use and Condition of Venue.

A. General Policies. LN reserves the right to exclude or eject any and all objectionable persons from the Event or the Venue without
liability.

B. Acceptance of Venue. Client accepts the condition of the Venue as is and agrees to return the Venue to LN in the same condition
as accepted by Client. Client has determined that the Venue is in satisfactory condition, fitness and order suitable for presentation of
the Event.

C. No Alterations or Improvements. Client shall not paint, drill into or in any way mar or deface any part of the Venue. Client shall
pay LN for the cost of repairing any damage to the Venue caused by the Event within three (3) business days of the Event. Client shall
not make any alterations or improvements in or to the Venue without prior LN consent.

D. Abandoned Property. LN will have the full right to collect and have custody of all articles and personal property left on
the Venue or at the Venue after the expiration of the Term. Any property so left will be deemed abandoned by Client and may be
disposed of by LN, as LN sees fit, without any liability for any loss, damages or costs associated with such disposal, which liability will
rest solely with Client.
E. Prohibited Objects and Activities at Venue. Without the prior written consent of LN, the following are not permitted in the Venue or the surrounding property at any time: Outside alcoholic beverages; drones; interactive physical games and attractions; mechanical rides; onsite body art and piercing; exotic animals; and pyrotechnics.


A. LN hereby represents and warrants that it has full power and authority to enter into this Agreement and to engage in the transaction contemplated hereby and that this Agreement is a valid obligation of LN and is binding upon LN.

B. Client hereby represents and warrants that it has full power and authority to enter into this Agreement and to engage in the transaction contemplated hereby and that this Agreement is a valid obligation of the Client and is binding upon the Client.

C. During the Term, Client shall obey and comply with all applicable laws, ordinances, rules and regulations of all governmental authorities in connection with the Event. Client will be responsible for obtaining and paying for all licenses or permits necessary for holding the Event, including, but not limited to, tax requirements and any permits required by governmental authorities for pyrotechnics or laser use.

12. Indemnification.

A. In addition to any other indemnification requirements set forth herein, Client agrees to indemnify, defend and hold LN (and its landlord(s), if any), and their respective parents, members, partners, affiliates, divisions and subsidiaries, and their respective officers, directors, shareholders, employees, agents and representatives (collectively, "LN Parties") harmless from and against any and all Claims arising or alleged to have arisen out of: (i) the negligence or willful misconduct of Client or its employees, agents, contractors, patrons, guests, invitees, participants and performing artists involved in the Event; and/or (ii) Client's breach of any provision of this Agreement. The parties agree, however, that Client shall not be obligated to defend or indemnify a LN Party for any Claims that arise out of such LN Party's gross negligence or willful misconduct.

B. Client agrees to use and occupy the venue and to place material, equipment and other property therein at its own risk and releases the LN parties from all claims for any damage or injury arising therefrom.

C. The indemnification provisions contained throughout this Agreement shall survive the termination of this Agreement.

D. Client will be solely responsible for the conduct and activities of Client's employees, agents, contractors, guests and invitees and, for purposes of this Agreement, such conduct and activities shall be deemed conduct and activities of Client.

E. Neither party will, under any circumstances, be liable for any incidental, punitive, exemplary, speculative or any consequential damages arising out of the services provided under this Agreement; provided that the foregoing shall not be construed to cover any third party Claim with respect to which a party has committed to indemnify the other party herein.

13. Insurance Requirements. Client will maintain and pay all premium costs for, and will ensure that all contractors of Client maintain and pay for, insurance the coverages in amounts not less than specified throughout the duration of the Term as set forth in Exhibit C attached hereto and incorporated herein by reference. If a compliant certificate of insurance is not received by LN when due, LN may terminate the Agreement and retain the Deposit.

14. Sponsorships and Signage.

A. Client understands and agrees that LN has entered into signage and sponsorship relationships related to the Venue for which LN will retain all proceeds. LN reserves all rights to display signage at, on or near the Venue property. No signs or advertising boards, other than those authorized by LN, will be allowed into, on or near the Venue. Client will not mark, cover or attempt to modify any signage at, on or near the Venue.

B. Client is required to obtain LN's prior written approval of any sponsorship relationships into which Client desires to enter for the Event.

15. Alcoholic Beverage Service. LN strictly complies with all regulations relating to the sale, service and consumption of alcoholic beverages. All LN staff are trained on, and LN requires all guests adhere to, the following principles:

A. In accordance with state laws, LN does not serve alcohol to minors under any circumstances, nor does LN allow persons who appear to be intoxicated to enter the Venue. Prior to service, guests must present current federal/state identification as proof of age.

B. LN does not permit outside alcohol to be brought into the Venue. Any guest caught bringing outside alcohol into the Venue or in possession of outside alcohol will be ejected from the Venue and prohibited from re-entry. If underage, a Security Officer will remain with the guest until a school official/parent/chaperone is able to escort the guest safely home. LN does not sell or serve alcoholic beverages to anyone who is, or appears to be, intoxicated.

C. LN does not knowingly allow individuals to become intoxicated at the Venue (whether they are consuming alcohol purchased at the Venue or outside alcohol brought into the Venue).

D. LN does not permit any individual to leave the Venue with alcohol, opened or unopened.

E. LN does not permit firearms, weapons or illegal drugs in the Venue.


A. Third Party Beneficiaries. This Agreement does not confer any rights or benefits upon any persons or entities other than LN and Client and their permitted, respective successors and assigns.

B. Relationship of the Parties. Nothing contained in this Agreement will be deemed to constitute LN and Client as partners or joint venturers. Each party acknowledges and agrees that it neither has nor will give the appearance or impression of having any legal authority to bind or commit the other party in any way.

C. Entire Agreement and Modification. This Agreement and the Special Event Order contain the entire agreement between the parties relating to the subject matter hereof and all prior agreements related hereto which are not contained herein are terminated. This Agreement may not be amended, revised or terminated except by a written instrument executed by the party against which enforcement of the amendment, revision or termination is asserted. The parties acknowledge and agree that, when fully signed, the Special Event Order will expressly amend, modify and supersede the Event Cost.

Page 5 of 9 A-3 _______ Client Initials
D. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the state in which the Venue is located, without giving effect to its choice of law principles.

E. Use by LN. It is specifically agreed and understood that LN has the right to occupy and use the Venue during the Term and to license any portion thereof, provided that such use or license does not materially interfere with Client's use of the Venue.

F. Utilities. No interruption or malfunction of any utility services, whether such services are provided by LN or arranged for by Client, shall (i) constitute an eviction or disturbance of Client's use and possession of the Venue or a breach by LN of any obligations hereunder, (ii) render LN liable for damages or (iii) entitle Client to be relieved of any obligations hereunder. In the event of any such interruption of service provided by LN, LN is obligated to use reasonable diligence to restore such service.

G. Force Majeure. The failure of any party hereto to comply with the terms and conditions hereof because of a "Force Majeure Occurrence" shall not be deemed a breach of this Agreement. "Force Majeure Occurrence" shall be defined to include, without limitation, Acts of God, strike, labor disputes, war, fire, earthquake, serious weather anomalies such as hurricane, tornado, cyclone, typhoon, blizzard, tidal wave, tsunami or flood, acts of public enemies, acts of terrorism, epidemic, action of federal, state or local governmental authorities or an event or reason beyond the reasonable control of a party that makes performance impossible or impracticable. In the event of a cancellation of the Event due to a Force Majeure Occurrence, each party shall be relieved of its obligations hereunder with respect to the performance so prevented. In such event neither party shall have a claim against the other party except that Client shall be responsible for bearing the cost of any unrecovered expenses actually incurred prior to such cancellation. LN shall refund Deposits received from Client applicable to the performance so prevented to the extent they are greater than unrecovered expenses.

H. Taxes. Any and all sales tax, entertainment tax or other tax imposed by local, state, provincial or federal government as a result of the presentation of the Event and/or performance of any services rendered by LN in connection with this Agreement hereunder, shall be the responsibility of and paid for by Client at the time required by law (excepting any state or federal income tax imposed on LN). If Client is tax exempt, Client must provide a copy of Client's tax exemption certificate issued by the state in which the Venue is located to LN upon execution of this Agreement.

I. Waiver and Invalidity. If either party fails to enforce any of the provisions of this Agreement or any rights or fails to exercise any election provided in this Agreement, it will not be considered to be a waiver of those provisions, rights or elections or in any way affect the validity of this Agreement. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of this Agreement will remain in full force and effect and will in no way be affected, impaired or invalidated.

J. Prevailing Party. If either party institutes an action or proceeding against the other to enforce the terms of this Agreement, then the prevailing party in such action or proceeding will be entitled to recover from the other party the reasonable attorneys' fees and costs incurred therein.

K. Notices. All notices given hereunder shall be in writing and shall be deemed to have been duly given if delivered personally with receipt acknowledged or sent by registered or certified mail or equivalent, if available, return receipt requested, or by email (which shall be confirmed by a writing sent by registered or certified mail or equivalent on the same day that such email is sent), or by nationally recognized overnight courier for next day delivery, addressed or sent to the parties at the addresses set forth herein with a copy to Live Nation Worldwide, Inc., 7060 Hollywood Blvd., Hollywood, California 90028, Attn: Senior Counsel, Legal Operations, legalhob@livenation.com.

L. Counterparts. This Agreement may be executed by facsimile and PDF and in any number of counterparts, and each of such counterparts shall be deemed an original.
EXHIBIT B
SPECIAL EVENT AGREEMENT
CREDIT CARD AUTHORIZATION FORM

This form must be filled out completely

CLIENT: Quicken Loans Inc.
EVENT NAME: Demo Day
EVENT DATE: Friday, June 14, 2019
EVENT NUMBER: DT05757

The following states that ______________________________________ (name as it appears on the credit card) authorizes LN to charge the attached credit card.

Indicate the Type of Credit Card:
☐ AMEX
☐ Visa
☐ MasterCard
☐ Discover

Credit Card Number: ____________________________________________

Expiration Date: ___________________________ Security Code: _________

Amount to be charged: All charges for the Event on Friday, June 14, 2019 (Date)

Name of Card Holder: ____________________________________________

(Please print clearly)

Signature of Card Holder: _________________________________________

(Signature must match name of card holder)

Card Holder’s Phone Number: ________________________________

Credit Card Billing Address: ______________________________________

City: __________________________ State: ______ Zip: ______

At time of execution of the Agreement, this credit card authorization must be on file with a valid credit card. If the estimated balance is not received when due as provided in the Agreement, LN may charge this credit card for the estimated balance. This credit card will also serve as a payment guarantee for all other outstanding amounts due per the Agreement, including liquidated damages and all additional charges incurred during and/or for the Event. Client’s execution of the Agreement and this credit card authorization form authorizes LN to process charges set forth above against the credit card without further notice to Client.
EXHIBIT C
INSURANCE REQUIREMENTS

CORPORATE CLIENT, WITH MORE THAN 250 GUESTS AND/OR PRODUCTION IN EXCESS OF HOUSE SOUND AND LIGHTS:

A. Statutory Workers' Compensation including Employer's Liability Insurance, subject to a limit of not less than One Million Dollars ($1,000,000.00), affording coverage under applicable worker's compensation laws. Client will cause, if allowed by law, its workers' compensation carrier to waive insurer's right of subrogation with respect to the LN Parties.

B. Commercial General Liability Insurance subject to limits of not less than Five Million Dollars ($5,000,000.00) per occurrence (primary and umbrella total) for any bodily injury and/or property damage claims, personal and advertising injury or products and completed operations liability.

C. If Client will bring one or more vehicles onto the Venue premise, Automobile Liability Insurance subject to a limit of not less than One Million Dollars ($1,000,000.00), combined and covering all owned, non-owned and hired vehicles.

Policies A and B above shall list Live Nation Worldwide, Inc. (and its landlords, if any), and their respective parents, members, partners, affiliates, divisions and subsidiaries, and their respective officers, directors, shareholders, employees, agents and representatives as "Additional Insureds" with respect to any and all claims arising from Client's operations.

At least seven (7) days prior to the Event date, Client shall provide LN Certificate(s) of Insurance compliant with the aforementioned required endorsements. The certificate holder shall be Live Nation Worldwide, Inc. and the Additional Insured language shall be exactly as described above. Such coverage shall be primary and not contributory to any insurance maintained by LN and contain a waiver of subrogation in favor of LN. All required insurance will be placed with carriers licensed to do business in the applicable state, have a rating in the most current edition of A.M. Best's Property Casualty Key Rating Guide of A-VII or better and will provide thirty (30) days written notice of cancellation or non-renewal. Failure of Client to provide the requested certificates, or failure of LN to specifically request such certificates, shall not limit or release Client of its obligations or liabilities hereunder. Policy B above may not be written on a 1996 or earlier ISO General Liability coverage form. Please see the sample Description of Operations and Certificate Holder sections of a compliant Certificate of Insurance below for guidance.

In lieu of providing evidence of the policies listed above, Client may purchase a policy through the Venue's Tenant User Liability Insurance Program (TULIP).

The insurance obligations stated in this section are independent of, and shall not be affected by the scope or validity of, any other indemnity or insurance provisions in other sections of this Agreement.

Client will ensure that all of its contractors (including, without limitation, sponsors, Booth Vendors and Outside Caterers arranged by Client) who will be entering the Venue to engage in any business activity (including, without limitation, sampling, distributing, vending or other commercial activity) will maintain the following insurance coverages: (i) Statutory Workers Compensation, including employer's liability, to the extent required by applicable law; (ii) Commercial General Liability with a combined single limit of not less than One Million Dollars ($1,000,000.00) per occurrence; and (iii) if contractor will bring one or more vehicles onto the Venue premise, Business Automobile Liability for all owned, hired or non-owned vehicles to be driven onto the Venue, with a combined single limit of not less than One Million Dollars ($1,000,000.00). Satisfactory evidence of coverage must be provided to LN upon request. LN reserves the right to require higher insurance limits and require that the contractor name LN as an Additional Insured depending on the nature of services being provided by the contractor.
RECORDING ADDENDUM

This Recording Addendum (this "Addendum") supplements the Special Event Agreement (the "Agreement") dated Wednesday, March 20, 2019 by and between Quicken Loans Inc. ("Client") and Live Nation Worldwide, Inc. ("LN").

1. All capitalized terms used but not defined in this Addendum shall have the same meanings set forth in the Agreement.

2. License. LN hereby grants Client the right to enter into the Venue on the Event date to film, photograph, record, broadcast and/or transmit the Event (collectively, "Record" or "Recording"). Client may Record solely in locations approved by Venue staff. Client may not use additional lighting without the approval of Venue staff. Client may not digitally manipulate or otherwise alter the image of the Venue without the prior written consent of LN. Client must work with a Venue coordinator in preparing and undertaking the planning, logistics and execution of Recording and to abide by all reasonable recommendations and requirements of the coordinator.

3. Clearances and Equipment.
   A. Client will be responsible for obtaining and paying all required rights and clearances that may be necessary in connection with Recording the Event, including without limitation releases from the artists and musicians, and licenses from applicable publishers, record labels, public performance organizations and any other third party rights holders.
   B. Client will be responsible for all costs associated with Recording, including without limitation equipment, set-up/load-in, security, office space and equipment, catering and supplemental labor. LN may require payment in advance of Recording at its discretion and will provide Client with an estimate of such costs when possible.

4. Ownership. Subject to the following, Client and its assigns will own all rights in and to the footage and other material resulting from Recording the Event ("Material").
   A. Client may use the Material for non-commercial archival and editorial purposes. Client will have no right to use the Material in whole or in part for any commercial purpose without the written consent of LN and the performing artist(s), where applicable. A commercial purpose includes without limitation the license or sale of the Material in any media now known or hereafter created, and the use of the Material for advertising or promoting the Event or Client and its assigns.
   B. Upon payment of the Original Fee and any union fees described below, Client may use the Material for a commercial purpose throughout the universe, in perpetuity, in any manner and in any media, whether now known or later created.

5. Union Fees. Client will be responsible for any and all fees due to Venue staff as may be required under Venue's collective bargaining agreements for Recording the Event. LN may require payment of such fees in advance of the Recording at its discretion and will provide Client with an estimate of the fees when possible. If Client and its assignees subsequently choose to exploit the Material for a commercial purpose as described above, Client must pay additional fees to LN to cover required fees due to Venue staff.

6. LN Properties. Client will not use any LN or Venue names, marks or other properties owned by LN or its affiliated companies or sponsors (collectively "Properties") in connection with the Material without the express written consent by LN. Notwithstanding the foregoing, Client may include Properties in the Material solely as they may appear on signs on display at the Venue at the time of Recording; provided that to the extent any signs display third party trademarks, Client will either (1) obtain the necessary consent from the third party to include its trademarks in the Material, or (2) blur the trademarks within the Material so that they are not distinguishable. LN and Venue will be credited in any broadcast or other publication of the Recording as follows: "Recorded at Fillmore Detroit by permission of Live Nation Worldwide, Inc."

7. No Disparaging Remarks. Client represents, warrants and covenants that the Material and the exploitation of the Material will not include any disparaging remarks, comments or actions about or toward the Venue or the LN Parties.

8. Insurance. If the Recording is being used for non-editorial commercial purposes, in addition to any other insurance requirements set forth herein, Client shall maintain appropriate Errors and Omissions coverage ("E & O Coverage") applicable to the Recording with limits of not less than One Million Dollars ($1,000,000.00). Such E & O Coverage shall have standard coverage, including, but not limited to, defamation, infringement of copyright, infringement of rights in material to be broadcast or in the manner of presentation thereof, invasion of privacy rights and unauthorized use of material.

9. Grant of License. Client grants to LN a worldwide, unlimited, irrevocable, royalty-free and perpetual license to reproduce, display, transmit and copy only those Recordings which have been previously broadcasted, transmitted or otherwise made available to the general public by Client or its designee(s) (in whatever manner, format or media), solely for the purpose of LN Marketing. LN shall not edit or modify any Recording except that LN may "crop" or use only a selected portion of a Recording as may be necessary to integrate a Recording into LN or its affiliates' applicable promotional or marketing materials solely as contemplated herein. The rights granted to LN under this Agreement shall not otherwise affect Client's exclusive ownership of the Recordings. Solely for the purposes contemplated in this paragraph, Client agrees to make a copy of the Recordings available to LN, at LN's expense, in order to permit LN to use the Recordings as authorized herein.

ACCEPTED AND AGREED

Janelle Hamood representing Quicken Loans Inc.

Date:____________________

LIVE NATION WORLDWIDE, INC.

Alix Heinz representing LN

Date:____________________

Page 9 of 9 Recording Addendum-1

Client Initials
DEPARTMENTAL REFERENCE COMMUNICATION

Wednesday, April 24, 2019

To: The Department or Commission Listed Below
From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

MAYOR'S OFFICE BUSINESS LICENSE CENTER
POLICE DEPARTMENT FIRE DEPARTMENT
DPW - CITY ENGINEERING DIVISION BUILDINGS SAFETY ENGINEERING
TRANSPORTATION DEPARTMENT MUNICIPAL PARKING DEPARTMENT

818  Quicken Loans Community Fund, request permission to hold "Demo Day" at The Filmore on 6/14/19 from 5PM - 11PM, Set-up on 6/12/19 - 6/14/19 at 9AM to 3PM, Year down on 6/14/19 after event, Street closure on Elizabeth Street, from Woodward to Park Ave.
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Demo Day
Event Location: The Fillmore
Is this going to be an annual event? □ Yes □ No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Quicken Loans Community Fund
Organization Mailing Address: 1050 Woodward - Detroit, MI 48226
Business Phone: (313) 782-9554 Business Website: www.quickenloans.org

Applicant Name: Lauren Bigelow
Business Phone: (734) 678-5161 Cell Phone: (734) 678-5161 Email: laurenbigelow@rockventures.com

Event On-Site Contact Person:
Name: Lynsey Moore
Business Phone: (313) 782-8339 Cell Phone: (517) 719-9700 Email: lynseymoore@quickenloans.com

Event Elements (check all that apply)

[ ] Walkathon [ ] Carnival/Circus [ ] Concert/Performance
[ ] Run/Marathon [ ] Bike Race [ ] Religious Ceremony
[ ] Political Event [ ] Festival [ ] Filming
[ ] Parade [ ] Sports/Recreation [ ] Rally/Demonstration
[ ] Convention/Conference [ ] Fireworks [ ] Other: ___________________________

Projected Number of Attendees: 2000

Please provide a brief description of your event:
From hundreds of applicants, 15 entrepreneurs will be selected to pitch their company live at Quicken Loans Detroit Demo Day.

The finalist companies include new startups, existing small businesses, and nationally expanding ventures.
What are the projected set-up, event and tear down dates and times (must be completed)?

<table>
<thead>
<tr>
<th>Event Date</th>
<th>Time</th>
<th>Complete Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Begin Set-up Date</td>
<td>06/12/2019</td>
<td>9:00am</td>
<td>06/14/2019</td>
</tr>
<tr>
<td>Event Start Date</td>
<td>06/14/2019</td>
<td>5:00pm</td>
<td>Event End Date: 06/14/2019</td>
</tr>
<tr>
<td>Begin Tear Down Date</td>
<td>06/14/2019</td>
<td>Complete Tear Down Date: 06/14/2019</td>
<td></td>
</tr>
</tbody>
</table>

Event Times (if more than one day, give times for each day):

5:00pm - 11:00pm

Section 3- LOCATION/SITE INFORMATION

Location of Event: The Fillmore

Facilities to be used: (Check) Street ✔ Sidewalk ✔ Park City

Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Location of public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

You will be prompted to upload these attachments upon submitting this form

Section 4- ENTERTAINMENT

Describe the entertainment for this year’s event:

The night concludes with a live musical performance from a top national artist.

Will a sound system be used?  ☐ Yes  ☐ No

If yes, what type of sound system?  The Fillmore - House Sound

Describe specific power needs for entertainment and/or music:

The Fillmore will provide all power for entertainment. Food trucks will not need to use generator power.

How many generators will be used?  N/A

How will the generators be fueled?  N/A
Name of vendor providing generators:

Contact Person: N/A

Address: ____________________________ Phone: ____________________________

City/State/Zip ____________________________

Section 5- SALES INFORMATION

Will there be advance ticket sales? □ Yes  □ No
If yes, please describe: ____________________________

Will there be on-site ticket sales? □ Yes  □ No
If yes, list price(s): ____________________________

Will there be vending or sales?  □ Yes  □ No
If yes, check all that apply:

Food  □ Merchandise  □ Non-Alcoholic Beverages  □ Alcoholic Beverages

Indicate type of items to be sold:

Food and beverage.

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Tricon Security Group

Contact Person: Michael Whittaker

Address: 6800 Roosevelt Ave #726  Phone: (c)734-323-1679 (o)248-356-

City/State/Zip: Allen, MI 48101

Number of Private Security Personnel Hired Per Shift: 20

Are the private security personnel (check all that apply):

Licensed  □ Armed  □ Bonded

How will you advise attendees of parking options?
We are not providing parking to attendees.
Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?
N/A

Have local neighborhood groups/businesses approved your event?  
☐ Yes  ☐ No

Indicate what steps you have or will take to notify them of your event.
We have a signed contract with The Fillmore - See attached.

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

<table>
<thead>
<tr>
<th>How Many?</th>
<th>Size/Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth</td>
<td>0</td>
</tr>
<tr>
<td>Tents (enclosed on 3 sides)</td>
<td>0</td>
</tr>
<tr>
<td>Canopy (open on all sides)</td>
<td>0</td>
</tr>
<tr>
<td>Staging/Scaffolding</td>
<td>0</td>
</tr>
<tr>
<td>Bleachers</td>
<td>0</td>
</tr>
</tbody>
</table>

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?
Contact Person: Josh Alger
Address: 220 Bagley Ste 912
City/State/Zip: Detroit, MI 48226

Name of company providing port-a-johns? N/A
Contact Person:
Address:  
City/State/Zip:

Name of private catering company? N/A
Contact Person:
Address:  
City/State/Zip:
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Attach a map or sketch of the proposed area for closure.

STREET NAME: Elizabeth Street
FROM: Woodward TO: Park Ave

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME:
REOPEN DATE: ___________ TIME:

STREET NAME: ______________________
FROM: ______________________ TO: ______________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME:
REOPEN DATE: ___________ TIME:

STREET NAME: ______________________
FROM: ______________________ TO: ______________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME:
REOPEN DATE: ___________ TIME:

STREET NAME: ______________________
FROM: ______________________ TO: ______________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME:
REOPEN DATE: ___________ TIME:

STREET NAME: ______________________
FROM: ______________________ TO: ______________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME:
REOPEN DATE: ___________ TIME:

STREET NAME: ______________________
FROM: ______________________ TO: ______________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME:
REOPEN DATE: ___________ TIME:
We are looking to get approval to close the sidewalk on Elizabeth Street. We will be placing 5-6 food trucks in the metered spots on the street.

We are waiting for confirmation from the following food trucks:
- Chick A Dee
- Delectabowl
- Mac Shack
- The Mean Weenie
- Dinky Donut

Please see the following attachments:
- Contract with The Fillmore
- Map of Food Truck Location
- EMS Proof of Service
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

[Signature]

04/12/2019

Signature of Applicant Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials, and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: Demo Day
Event Date: 06/14/2019

Event Organizer:
Quicken Community Fund

[Signature]

04/12/2019

Applicant Signature Date
OVERALL STATUS (please circle): [✓] APPROVED  □ DENIED  □ N/A  □ CANCELED

Petition #: 661  Event Name: Baroudeur

Event Date: August 17, 2019

Street Closure: None

Organization Name: Wayne State University

Street Address: 5700 Cass Avenue Detroit, MI 48202

Receipt date of the COMPLETED Special Events Application:

Date of City Clerk's Departmental Reference Communication:

Due date for City Departments reports:

Due date for the Coordinators Report to City Clerk:

Event Elements (check all that apply):

- [✓] Bike Race
- [✓] 24-Hour Liquor License

Petition Communications (Include date/time)

Non-competitive cycling event from 7:00am - 6:00pm starting/ending at Wayne State University - Gullen Mall with four separate routes throughout Detroit and Grosse Pointe; with after race party at Gullen Mall.

**ALL permits and license requirements must be fulfilled for an approval status**

<table>
<thead>
<tr>
<th>Date</th>
<th>Department</th>
<th>N/A</th>
<th>APPROVED</th>
<th>DENIED</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DPD</td>
<td></td>
<td>[✓]</td>
<td></td>
<td>DPD Assisted Events; Contracted with WSUPD to Provide Private Security Services</td>
</tr>
<tr>
<td></td>
<td>DFD/EMS</td>
<td></td>
<td>[✓]</td>
<td></td>
<td>Contracted with Hart Medical to Provide Private EMS Services</td>
</tr>
<tr>
<td></td>
<td>DPW</td>
<td></td>
<td>[✓]</td>
<td></td>
<td>DPD Assisted Event; No Permits Required</td>
</tr>
<tr>
<td></td>
<td>Health Dept.</td>
<td></td>
<td>[✓]</td>
<td></td>
<td>No Permits Required</td>
</tr>
</tbody>
</table>

ENTERED MAY 20 2019 - MAR To BUSINESS
<table>
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<tr>
<th>Date</th>
<th>Department</th>
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<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>TED</td>
<td></td>
<td>✔️</td>
<td></td>
<td>DPD Assisted Event; No Barricades Required</td>
</tr>
<tr>
<td></td>
<td>Recreation</td>
<td></td>
<td>✔️</td>
<td></td>
<td>Application Received &amp; Approved as Presented</td>
</tr>
<tr>
<td></td>
<td>Bldg &amp; Safety</td>
<td>✔️</td>
<td></td>
<td></td>
<td>No Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>Bus. License</td>
<td>✔️</td>
<td></td>
<td></td>
<td>No Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>Mayor's Office</td>
<td></td>
<td>✔️</td>
<td></td>
<td>All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.</td>
</tr>
<tr>
<td></td>
<td>Municipal Parking</td>
<td></td>
<td>✔️</td>
<td></td>
<td>No Parking Signs Required</td>
</tr>
<tr>
<td></td>
<td>DDOT</td>
<td></td>
<td>✔️</td>
<td></td>
<td>Low Impact on Buses</td>
</tr>
</tbody>
</table>

**MAYOR'S OFFICE**

Signature: [Signature]

Date: May 8, 2019
DEPARTMENTAL REFERENCE COMMUNICATION

Thursday, February 07, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

Wayne State University, request to hold "Baroudeur" at the City of Detroit (along various public rights of way) on 8/17/19 from 7am - 5pm, Set-up on 8/16 at 9 am til 8/17 at 7am, Tear on 8-17-19
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1 - GENERAL EVENT INFORMATION

Event Name: The Baroudeur

Event Location: City of Detroit (along various public rights of way)

Is this going to be an annual event? ☑ Yes ☐ No

Section 2 - ORGANIZATION/APPLICANT INFORMATION

Organization Name: Wayne State University

Organization Mailing Address: 5700 Cass Ave., Suite 3100, Detroit, MI 48202

Business Phone: Business Website: wayne.edu

Applicant Name: Matt Lockwood

Business Phone: 313-577-9088 Cell Phone: 248-622-8080 Email: mlockwood@wayne.edu

Event On-Site Contact Person:

Name: Matt Lockwood

Business Phone: 313-577-9088 Cell Phone: 248-622-8080 Email: mlockwood@wayne.edu

Event Elements (check all that apply)

[ ] Walkathon [ ] Carnival/Circus [ ] Concert/Performance
[ ] Run/Marathon [X] Bike Race [ ] Religious Ceremony
[ ] Political Event [ ] Festival [ ] Filming
[ ] Parade [ ] Sports/Recreation [ ] Rally/Demonstration
[ ] Convention/Conference [ ] Fireworks [ ] Other: Post-ride lunch on WSU campus

Projected Number of Attendees: 600-1000

Please provide a brief description of your event:

The Baroudeur is a noncompetitive cycling event that gives riders of varying abilities the opportunity to explore Detroit and its surrounding areas. The event raises money for students in need.
What are the projected set-up, event and tear down dates and times (must be completed)?

<table>
<thead>
<tr>
<th>Begin Set-up Date:</th>
<th>Time:</th>
<th>Complete Set-up Date:</th>
<th>Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 13, 2019</td>
<td>9 a.m.</td>
<td>August 17, 2019</td>
<td>7 a.m.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Start Date:</th>
<th>Time:</th>
<th>Event End Date:</th>
<th>Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 17, 2019</td>
<td>7 a.m.</td>
<td>August 17, 2019</td>
<td>5 a.m.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Begin Tearing Down Date:</th>
<th>Complete Tear Down Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 17, 2019</td>
<td>August 17, 2019</td>
</tr>
</tbody>
</table>

Event Times (If more than one day, give times for each day):

---

Section 3- LOCATION/SITE INFORMATION

Location of Event:

- Facilities to be used (circle):
  - Street
  - Sidewalk
  - Park
  - City

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of first aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

---

Section 4- ENTERTAINMENT

Describe the entertainment for this year’s event:

All entertainment to be presented on Wayne State's main campus.

Will a sound system be used?  
- Yes  
- No

If yes, what type of sound system?  
- No sound system to be employed outside of Wayne State’s campus.

---

Section 5- SALES INFORMATION

Will there be advanced ticket sales?  
- Yes  
- No


Will there be on-site ticket sales?  
- Yes  
- No

Will there be vending or nares?  
- Yes  
- No

If yes, check all that apply:

- Food
- Merchandise
- Non-Alcoholic Beverages
- Alcoholic Beverages
Indicate type of items to be sold:

Will there be food trucks?  ☐ Yes  ☑ No
If yes, please list how many:

Will there be a charge for parking?  ☐ Yes  ☑ No
If yes, please describe the amount:

How will you advise attendees of parking options?  Attendees will use Wayne State parking structures, free of charge.

Section 6: PUBLIC SAFETY & PARKING INFORMATION

Police Department
Name of Private Security Company: Detroit Police Department (DPD), Wayne State University Police Department (WSUPD)
Contact Person: Anthony Hall, WSUPD
Address: 8600 Cass Avenue  Phone: 313-577-2082
City State Zip: Detroit, MI 48202

Are the private security personnel (check all that apply):

☐ Licensed  ☐ Armed  ☑ Bonded

Section 7: COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

Beyond use of streets, The Banouder will have little impact on pedestrian traffic, sound carryover, etc. as the event stattuis takes place on Wayne State’s main campus. Riders will be on the routes, with public safety escort, from 7 a.m. to roughly 2 p.m.

Have local neighborhood groups/businesses approved your event?  ☐ Yes  ☑ No

Indicate what steps you have or will take to notify them of your event: Various communityes will be notitified of our event via US Mail. We will correspond with affected neighborhood groups and community organizations via phone and email prior to the event.

Section 8: EVENT SET-UP

Complete the appropriate categories that apply to the event structure

Describe specific power needs for entertainment and/or music. If generators will be used, described how many and how they will be fueled:

No power needs for entertainment or music. No generators will be used.
Name of vendor providing generators: Conmcl Person: No generators needed.

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Size/Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Tents (enclosed on 3 sides)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Canopy (open on all sides)</td>
<td>4 (Ball bo, USCIS)</td>
<td>10x10; for rest stops snacks</td>
</tr>
<tr>
<td>Staging/Scaffolding</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Bleachers</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

Section 9: COMPLETE ALL THAT APPLY

Emergency medical services? Hart Medical EMS
Contact Person: Adam Gottlieb, CEO, Hart Medical EMS
Address: 1036 W. Fort Street
City/State/Zip: Detroit, MI 48215

Name of company providing port-a-phones: Parkway Services
Contact Person: Sara Thomas
Address: 2676 Tyler Road
Phone: 734-462-7833
City/State/Zip: Ypsilanti, MI 48199

Name of private catering company? N/A; post-lunch ride will be through Wayne State campus dining
Contact Person:
Address:
Phone:
City/State/Zip:
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Will there be street closures?  [ ] Yes  [ ] No

If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

STREET NAME: No street closures requested. Route maps attached.

FROM: ________________________ TO: ________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________

STREET NAME: ________________________

FROM: ________________________ TO: ________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________

STREET NAME: ________________________

FROM: ________________________ TO: ________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________

STREET NAME: ________________________

FROM: ________________________ TO: ________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________

STREET NAME: ________________________

FROM: ________________________ TO: ________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION

Please see attached letter of explanation.
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: The Baroudeur Event
Date: August 17, 2019

Event Organizer:
Wayne State University

Applicant Signature:
Date:
January 14, 2019

Bethanie Fisher
Special Events Coordinator
City of Detroit - Media Services
2 Woodward Ave., Ste. 333
Detroit, MI 48226

Dear Ms. Fisher:

I am writing on behalf of Wayne State University (WSU) for approval for rider participants to access public rites of way throughout the City of Detroit for the fifth annual Baroudeur, Saturday, August 17, 2019. With this in mind, I have attached a completed “City of Detroit Special Events Application” on behalf of WSU.

The Baroudeur, an initiative of Wayne State University President M. Roy Wilson, is a non-competitive activity that gives riders of all abilities a chance to explore the Detroit and surrounding areas while cycling. More importantly, the event raises scholarship dollars to help students in financial need. The event also supports the League of Michigan Bicyclists by participating in their $1 Per Rider Program, which helps promote cycling safety across the state. The Baroudeur, which showcases some of our area’s most noteworthy locations, gives participants a firsthand-view of the striking transformation taking place in Detroit. In turn, we hope that our riders encourage others to explore Detroit’s iconic treasures.

The 2019 Baroudeur follows overwhelmingly successful events in 2015, 2016, 2017 and 2018. Nearly 1,000 riders toured metro Detroit along four courses during the Inaugural event in 2015. Thanks to help from roughly 20 organizations and sponsors and nearly 300 volunteers, the rides in 2016, 2017 and 2018 ended without major incident or injury. We look forward to another successful and impactful event that nets positive results.

About the ride
Riders can choose from 20, 37, 62 and 100-mile distances to ride. The routes begin and end on Wayne State’s main campus and will carry riders through parts of Detroit and various other communities. Riders along each course will enjoy routes through Midtown, Downtown, Belle Isle, the iconic Woodward Avenue, Palmer Park and other historic neighborhoods, gaining appreciation for Detroit's remarkable past, exciting present and promising future.

Event impact
Armed with lessons from the past four years, we expect the Baroudeur’s trek through Detroit will produce minimal disruption to traffic flow. Our experience with past events and our partnerships with law enforcement and regional governing bodies will aid us in reaching our goal of an incident-free ride for the 800-1000 riders we anticipate. As in past years, no street closures are required for the routes, which will be marked by temporary signage.
**Rider responsibility**

In making these plans, we emphasize to riders that they will share roads with other vehicles and that they are subject to all traffic laws governing public roads, including stop signs, stoplights and proper lane usage. For your reference, I have attached details of the four routes.

**Public safety**

Though our riders will assume the risks associated with bicycling, we are placing rider safety among our highest priorities. With this in mind, we will again work closely with the Detroit Police Department (DPD) and the Wayne State University Police Department (WSUPD) to develop and implement safety measures for each of the proposed routes. The safety plan for the Baroudeur is passed on DPD's and WSUPD's previous experiences with this and similar cycling events. Wayne State will enlist assistance from various other law enforcement agencies along the planned routes.

**First aid and emergency medical support**

Hart Medical EMS will coordinate first aid services, emergency medical response and medical transport. Hart will refine and implement a plan that follows closely the successful strategies used for the past four years. Our goal is to deliver a secure finish for every rider.

Hart Medical has extensive experience supporting large-scale and high-visibility special events in Southeast Michigan and is a leading provider of on-site medical care and ambulance services for social, sporting, and cultural events of all sizes. With over three decades of experience, Hart services venues and events including amphitheaters, concerts, convention centers, corporate events, fairs, festivals, movie shoots, parks, performing arts centers, sporting events, trade shows and other events. Hart is an authorized city of Detroit 911 provider.

**Other**

We hope that this letter, the supporting documentation and your previous experience with our working group gives you and the Special Event Management Team the confidence you need to grant the Baroudeur your enthusiastic endorsement. On behalf of Wayne State, I want you to know that we look forward to collegial and productive efforts with each of our working partners, including the City of Detroit.

In closing, we invite you, your colleagues and your neighbors to participate in the event, which offers riders refreshments along the route, a limited edition Baroudeur t-shirt and admission to a festive post-ride lunch on Wayne State's campus. For details about event registration, please visit baroudeur.wayne.edu. If you need additional information, you can reach me by email at mlockwood@wayne.edu or directly by phone at 313-577-9098.

Sincerely,

Matt Lockwood
Ride Director
The Baroudeur
2019 RIDE SNAPSHOT

The Baroudeur is a fun, noncompetitive cycling event that gives riders of varying abilities an opportunity to explore Detroit and its surrounding areas on two wheels while helping economically disadvantaged students pursue higher education.

Event date
Saturday, August 17, 2019

Ridership
Roughly 1,000 riders expected for 2019.

Cost of participation
The base registration fee is $65, through June 19; $75, June 20 – July 19; $85, July 20 – August 14. Registration closes at 11:59 p.m. on August 14.

Ride groups
Four ride choices will be offered for 2019: 20 miles, 37 miles, 62 miles (Metric Century), 100 miles (Century).

Ride schedule
Ride groups will depart Wayne State’s main campus along the following schedule:

<table>
<thead>
<tr>
<th>Ride start</th>
<th>Ride group</th>
<th>2019 projection*</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 a.m.</td>
<td>100-mile group</td>
<td>150</td>
</tr>
<tr>
<td>8:30 a.m.</td>
<td>62-mile group</td>
<td>165</td>
</tr>
<tr>
<td>8:30 a.m.</td>
<td>37-mile group</td>
<td>160</td>
</tr>
<tr>
<td>10 a.m.</td>
<td>20-mile group</td>
<td>325</td>
</tr>
</tbody>
</table>

*Projection based on 800 riders

Routes
With the exception of the second halves of the 62-mile and the 100-mile routes, the routes will remain largely unchanged from 2018, with the four routes passing through Midtown, Downtown, Belle Isle, four of the five Grosse Pointes and Palmer Park. Rather than routing through the Downriver communities and Grosse Ile as in the past, the updated 62- and 100-mile routes now stretch west and includes Hines Drive to Livonia.

Rest stations
Four official rest and refreshment stations will be established along the Baroudeur routes. The rest stations will offer an assortment of liquid refreshments and high-carbohydrate snacks. All food and drink items will be prepackaged or self-service.

Continued on reverse.
Rest stations also will be equipped with portable restrooms, 10’ X 10’ canopy tents, tables, chairs and sanitation supplies. Medical volunteers also will be at each rest station.

- Stop 1: Belle Isle, Riverbank Drive, 9.5 miles, Detroit
- Stop 2: USCIS Office, Jefferson at St. Jean, 30 miles, Detroit
- Stop 3: Twelfth Precinct, Detroit Police Department, 45 miles, Detroit
- Stop 4: Nankin Mills Recreation Area, Hines Drive, 66 and 82 miles, Westland

Traffic management
Working jointly, the Wayne State University Police Department (WSUPD) and Detroit Police Department (DPD) will develop and implement traffic control and safety measures that may include rolling enclosures and other rider safety tactics at traffic intersections and as otherwise needed.

Emergency medical support
Three emergency medical vehicles will be stationed along the course at strategic locations and designated for exclusive service to the Baroudeur. The dedicated vehicles will provide direct medical support to event participants; where necessary, the emergency medical service provider will coordinate additional emergency medical support as needed.

Rider support
Roving medical support will be assigned to the routes to help detect and remedy minor injuries and instances of rider distress.

A system of course signage, road markings and volunteer presence to give riders course directions, enhance rider safety and improve course visibility. In addition, a network of event volunteers and route marshals will be led by five volunteer-captains. Among various other duties, the volunteers and captains will play a prominent role in ensuring rider safety, with particular regard to injured or otherwise distressed riders, potentially hazardous road and traffic conditions.

Affected communities
The Baroudeur is enjoyed along a unique urban course that originates on Wayne State’s main campus and features some of the Detroit area’s most distinguished historic and scenic attractions in several area communities.

- Detroit
- Belle Isle
- Dearborn
- Dearborn Heights
- Grosse Pointe Park
- Grosse Pointe
- Grosse Pointe Farms
- Grosse Pointe Shores
- Highland Park
- Livonia
- Plymouth
- Westland

Communications
Event communications will include: email, website, social media and event flyers. All communications will be produced and distributed by Wayne State University. Event organizers will actively seek media placement opportunities with local television, radio and newspaper outlets.
A. Public safety

Overall Public Safety efforts are coordinated by the Wayne State University Police Department (WSUPD), with significant collaboration with the Detroit Police Department (DPD) to ensure that The Baroudeur is free of significant traffic and other incidents. WSUPD will mobilize a significant portion of its available manpower to support the event. DPD will activate manpower as needed, per the scale and scope of the event. Other agencies, such as the Wayne County Sheriff's Department and the Michigan State Police will provide ancillary services as requested by WSUPD.

Police and Public Safety departments in host communities outside the City of Detroit will dispatch manpower as deemed necessary by each individual law enforcement agency.

B. Traffic and safety

1. Assumption of risk: The Baroudeur will be conducted over public roads and other facilities that are open to the public during the activity and upon which the hazards of traveling are to be expected. By signed, written waiver mandatory for participation in the event, riders agree to follow all applicable rules of the road for cyclists and acknowledge the inherent dangers and risks associated with bicycling. As such, each rider assumes responsibility for such dangers and risks.

2. Rolling traffic enclosures: WSUPD and DPD will implement intermittent traffic controls along the route by way of rolling enclosure for riders in the 20, 37, 62 and 100-mile rides. The enclosures will allow the ride to move along the course while minimizing disruption to the traveling public. Where ride groups are diffused widely, WSUPD and DPD will make on-road adjustments to traffic control methods.

3. Enclosure elements: Each of the four rolling enclosures will include at least two escort vehicles, traveling at an appropriate distance in front of and behind the pelotons. The lead escort vehicle shall stay in front of the lead rider in the race, while the follow escort vehicle shall remain behind the main peloton. Riders who travel ahead of the lead escort vehicle or drop behind the follow escort vehicle shall obey all applicable rules of the road for cyclists and assume all risks of participation. Rolling enclosures may integrate additional escort vehicles and stationed officers as made necessary by rider volume and anticipated traffic conditions.
4. **Additional elements:** WSUPD will assign officers from its Bicycle Patrol Unit (BPU) to the four ride distances. Generally, members of the BPU will be available to aid in heightening awareness of Michigan bicycle laws, contribute to the overall safety and security of event participants and to provide other police functions where appropriate and necessary. Final placement and function of said officers will be at the discretion of WSUPD, commensurate with ride conditions. In addition, WSUPD will assign to the ride members of its Motorcycle Patrol Unit, who may operate in support of rolling enclosures as needed.

C. **Emergency medical support**

1. **Provider:** Hart Medical EMS will coordinate first aid services, emergency medical response and medical transport along the route. Hart Medical has extensive experience supporting large-scale and high-visibility special events in Southeast Michigan and is a leading provider of on-site medical care and ambulance services for social, sporting, and cultural events of all sizes in our region. With over three decades of experience, Hart services venues and events including amphitheaters, concerts, convention centers, corporate events, fairs, festivals, movie shoots, parks, parties, performing arts centers, sporting events, trade shows, and weddings. Hart provides ambulance service on a regular basis, and is an authorized city of Detroit 911 provider.

2. Through a network of partnerships and alliances, the vendor of choice will provide direct emergency medical support and coordinate additional emergency medical services. As appropriate, the vendor also will manage and coordinate rider transportation to medical care facilities, either directly or through its partnerships. The vendor will dedicate three emergency vehicles for exclusive service to The Baroudeur:
   - **Ambulance #1**
     - Stationed at Start/Finish line on WSU main campus
     - Coverage area: south to downtown area; northern portion of route Palmer Park; Southwest Detroit if needed.
   - **Ambulance #2**
     - Stationed along Jefferson Ave. near Burns St.
     - Coverage area: Belle Isle and northeast stretch of route into the Grosse Pointes.
   - **Ambulance #3**
     - Stationed along W. Outer Drive. near River Rouge Park. (Livonia)
     - Coverage area: from Southwest Detroit portion of route to Plymouth.
D. First-aid

1. **Nature of support:** Roughly 20 medical volunteers will be recruited and mobilized for the event. First-aid volunteers will be stationed at the Start/Finish lines, and at each of the five designated rest areas.

2. **Roles and responsibilities:** Medical volunteers will provide first aid services for such ailments as minor cuts, scrapes and bruises. Medical volunteers also will monitor riders for signs of physical distress, evaluate participants’ needs for escalating care, and contact the UCP to mobilize available resources.

3. **Qualifications:** First-aid volunteers shall be qualified as licensed practitioners in a recognized medical field or be actively receiving for such medical training. Where volunteers are medical or nursing students, their activities shall be supervised by a licensed practitioner.

E. Command and control (Communications)

1. **Safety Command Center (SCC):** Overall command and control will be under the purview of WSUPD and stationed in WSUPD headquarters at 8050 Cass Ave, Detroit, MI 48202 on WSU’s main campus. SCC’s internal, event-related communications will take place via 800 MHz radio frequency arranged through the Michigan Public Safety Communication System (MPSCS). WSUPD will coordinate communications with other providers of public safety services, including EMS services and police departments and the on-campus Event Communications Post (ECP).
   a. The SCC will receive reports of incidents directly from riders, event officials or event volunteers via the WSUPD emergency phone number, (313) 577-2222.
   b. The SCC will review the facts of any reported incidents or situations to determine if additional response or actions are appropriate.
   c. The SCC will mobilize emergency response resources as appropriate, and monitor the status of response activities.
   d. The SCC may also receive and route requests for disabled bicycles and other support and gear issues.

2. **Event Communications Post:** The ECP will serve as the communication hub for various non-emergency event functions.
   a. Volunteer management
   b. Support and gear
   c. Rest station usage and supplies
   d. Rider progress
   e. First-aid response
   f. Various other special event operations
3. **Other ECP functions:** In addition, the ECP will transmit information to the SCC and emergency medical dispatch as appropriate. The ECP will operate using digital two-way radio devices supported by the MOTOTRBO communications network. The network will provide communications capabilities between any two points along the four routes. Communications regarding varied functions will be performed on channels assigned specifically to each function.

**F. Sanitation**

The Wayne State University Grounds and Custodial Services will collect refuse and garbage.

**G. Porta-Johns**

Parkway Services, of Ypsilanti, will be contracted to provide porta-johns for rest stops as appropriate. Restrooms in campus buildings near the event will be accessible.
<table>
<thead>
<tr>
<th>Direction</th>
<th>Distance (miles)</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start - Gullen Mall</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Right onto Kirby Mall</td>
<td>0.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Cass Avenue</td>
<td>2.3</td>
<td></td>
</tr>
<tr>
<td>Proceed on Cass Avenue</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Left onto Fort Street West</td>
<td>2.6</td>
<td></td>
</tr>
<tr>
<td>Right onto Washington Boulevard</td>
<td>3.1</td>
<td></td>
</tr>
<tr>
<td>Left onto Larned St W 5 miles</td>
<td>3.2</td>
<td></td>
</tr>
<tr>
<td>Right onto Lafayette Street East</td>
<td>5.3</td>
<td></td>
</tr>
<tr>
<td>Right onto East Grand Boulevard</td>
<td>5.8</td>
<td></td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>5.8</td>
<td></td>
</tr>
<tr>
<td>Continue on Sunset Drive</td>
<td>6.3</td>
<td></td>
</tr>
<tr>
<td>Continue on Casino Way</td>
<td>6.5</td>
<td></td>
</tr>
<tr>
<td>Continue on Central Way 1.9 miles</td>
<td>6.6</td>
<td></td>
</tr>
<tr>
<td>Left onto Lakeside Street</td>
<td>6.5</td>
<td>Beile Ile</td>
</tr>
<tr>
<td>Rest Stop 1 (Riverbank Drive)</td>
<td>9.5</td>
<td></td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>10.7</td>
<td></td>
</tr>
<tr>
<td>Continue on East Jefferson Avenue 2 miles</td>
<td>11.4</td>
<td></td>
</tr>
<tr>
<td>Proceed on East Jefferson Avenue</td>
<td>13.4</td>
<td></td>
</tr>
<tr>
<td>Left onto St. Jean Ave.</td>
<td>13.4</td>
<td></td>
</tr>
<tr>
<td>Left onto Kercheval Street</td>
<td>13.6</td>
<td></td>
</tr>
<tr>
<td>Proceed on Kercheval Street 2.1 miles</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Right onto Mount Elliott Street</td>
<td>10.1</td>
<td></td>
</tr>
<tr>
<td>Proceed on Mount Elliott Street .9 miles</td>
<td>15.1</td>
<td></td>
</tr>
<tr>
<td>Left onto E. Warren Avenue</td>
<td>17.5</td>
<td></td>
</tr>
<tr>
<td>Continue on East Warren Avenue 1.8 miles</td>
<td>17.5</td>
<td></td>
</tr>
<tr>
<td>Right on Saint Antoine</td>
<td>19.1</td>
<td></td>
</tr>
<tr>
<td>Left onto East Palmer Avenue</td>
<td>19.3</td>
<td></td>
</tr>
<tr>
<td>Left onto Cass Avenue</td>
<td>20.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Kirby Mall</td>
<td>20.2</td>
<td></td>
</tr>
<tr>
<td>Left onto Gullen Mall</td>
<td>20.3</td>
<td></td>
</tr>
<tr>
<td>Arrive at Finish</td>
<td>20.4</td>
<td></td>
</tr>
<tr>
<td>DIRECTION</td>
<td>DISTANCE (miles)</td>
<td>NOTES</td>
</tr>
<tr>
<td>-----------------------------------</td>
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</tr>
<tr>
<td>Start - Gullen Mall</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Right onto Kirby Mall</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Right onto Cass Avenue 2.3 miles</td>
<td>0.1</td>
<td></td>
</tr>
<tr>
<td>Left onto Fort Street West</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Washington Boulevard</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Left onto Lafayette Street East</td>
<td>2.8</td>
<td></td>
</tr>
<tr>
<td>Right onto East Grand Boulevard</td>
<td>5.8</td>
<td></td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>5.9</td>
<td></td>
</tr>
<tr>
<td>Continue on The Strand around the perimeter of the island 6 miles</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Rest Station 1 (Riverbank Drive)</td>
<td>3.6</td>
<td>Belle Isle - Optional</td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>4.6</td>
<td></td>
</tr>
<tr>
<td>Veer right onto East Jefferson Ave.</td>
<td>11.8</td>
<td></td>
</tr>
<tr>
<td>Left onto St. Jean (Connor Creek Gateway)</td>
<td>14.5</td>
<td>US Citizenship and Immigration</td>
</tr>
<tr>
<td>Rest Station 2 (11411 E Jefferson Ave, Detroit, MI 48214)</td>
<td>14.5</td>
<td></td>
</tr>
<tr>
<td>Continue on St. Jean (Connor Creek Gateway)</td>
<td>14.5</td>
<td></td>
</tr>
<tr>
<td>Left onto Kercheval Street</td>
<td>14.7</td>
<td></td>
</tr>
<tr>
<td>Proceed onto Kercheval Street 1.5 miles</td>
<td>16.5</td>
<td></td>
</tr>
<tr>
<td>Right onto Mount Elliott Street</td>
<td>17.2</td>
<td></td>
</tr>
<tr>
<td>Left onto East Warren Avenue</td>
<td>18.6</td>
<td></td>
</tr>
<tr>
<td>Right onto Saint Antoine Street</td>
<td>20.2</td>
<td></td>
</tr>
<tr>
<td>Left onto East Palmer Avenue</td>
<td>20.6</td>
<td></td>
</tr>
<tr>
<td>Right onto Brush Street</td>
<td>20.8</td>
<td></td>
</tr>
<tr>
<td>Left onto Holbrook Street</td>
<td>22.3</td>
<td></td>
</tr>
<tr>
<td>Veer left onto Hazelwood Street</td>
<td>22.5</td>
<td></td>
</tr>
<tr>
<td>Right onto 2nd Avenue</td>
<td>23.7</td>
<td></td>
</tr>
<tr>
<td>Left onto West Chicago Boulevard</td>
<td>23.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Hamilton Avenue</td>
<td>23.4</td>
<td></td>
</tr>
<tr>
<td>Proceed onto Hamilton Avenue, Name changes to Pontchartrain</td>
<td>25.8</td>
<td></td>
</tr>
<tr>
<td>Right onto West 7 Mile Road</td>
<td>27.2</td>
<td></td>
</tr>
<tr>
<td>Rest Station 3 (1341 W 7 Mile Rd, Detroit, MI 48232)</td>
<td>27.6</td>
<td>Detroit Police Dept., 12th Precinct</td>
</tr>
<tr>
<td>Right onto Woodward Avenue</td>
<td>27.8</td>
<td></td>
</tr>
<tr>
<td>Right onto West Boston Boulevard</td>
<td>31.2</td>
<td></td>
</tr>
<tr>
<td>Right onto Hamilton Avenue</td>
<td>31.7</td>
<td></td>
</tr>
<tr>
<td>Left onto Calvert Street</td>
<td>31.8</td>
<td></td>
</tr>
<tr>
<td>Proceed onto Calvert Street</td>
<td>32.0</td>
<td></td>
</tr>
<tr>
<td>Left onto 14th Street for 2.7 miles</td>
<td>32.5</td>
<td></td>
</tr>
<tr>
<td>Left onto West Forest Avenue</td>
<td>35.2</td>
<td></td>
</tr>
<tr>
<td>Left onto Anthony Wayne Drive (Third Ave.) for 0.5 miles</td>
<td>36.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Ferry Mall (W. Ferry Ave.)</td>
<td>36.6</td>
<td></td>
</tr>
<tr>
<td>Right onto Gullen Mall</td>
<td>36.7</td>
<td></td>
</tr>
<tr>
<td>Arrive at Finish</td>
<td>38.8</td>
<td></td>
</tr>
<tr>
<td>DIRECTION</td>
<td>DISTANCE</td>
<td>NOTES</td>
</tr>
<tr>
<td>-----------</td>
<td>----------</td>
<td>-------</td>
</tr>
<tr>
<td>Start - Guinan Mall</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Right onto Kirby Mall</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Right onto Cass Avenue 2.3 miles</td>
<td>0.1</td>
<td></td>
</tr>
<tr>
<td>Left onto Fort Street West</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Washington Boulevard</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Left onto Lamped St W 3.5 miles</td>
<td>2.6</td>
<td></td>
</tr>
<tr>
<td>Left onto Beaubien Street</td>
<td>3.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Lafayette Street East 2.6 miles</td>
<td>3.2</td>
<td></td>
</tr>
<tr>
<td>Right onto East Grand Boulevard</td>
<td>5.8</td>
<td></td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>5.9</td>
<td></td>
</tr>
<tr>
<td>Continue on The Strand around the perimeter of the island 6 miles</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Rest Station 1 (Higbebank Drive)</td>
<td>6.6</td>
<td>Rest Stop - Optional for 62 mile</td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>11.8</td>
<td></td>
</tr>
<tr>
<td>Proceed on East Jefferson Avenue name changes to Lake Shore Road 4.6 miles</td>
<td>11.8</td>
<td></td>
</tr>
<tr>
<td>Proceed on Lake Shore Road name change back to Jefferson 4.6 miles</td>
<td>23.7</td>
<td></td>
</tr>
<tr>
<td>Rest Station 2 (1441 E Jefferson Ave. Detroit, MI 48214 )</td>
<td>23.9</td>
<td>US Citizenship and Immigration</td>
</tr>
<tr>
<td>Right onto Saint Jean Avenue</td>
<td>23.9</td>
<td></td>
</tr>
<tr>
<td>Left onto Kershawal Street 3.1 miles</td>
<td>24.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Mount Elliott Street 9 miles</td>
<td>27.5</td>
<td></td>
</tr>
<tr>
<td>Left onto E. Warren Avenue</td>
<td>29.4</td>
<td></td>
</tr>
<tr>
<td>Right on East Warren Avenue</td>
<td>29.4</td>
<td></td>
</tr>
<tr>
<td>Right on Saint Antoine</td>
<td>29.8</td>
<td></td>
</tr>
<tr>
<td>Left on East Palmer</td>
<td>30.0</td>
<td></td>
</tr>
<tr>
<td>Right onto Brush Street</td>
<td>30.9</td>
<td></td>
</tr>
<tr>
<td>Left onto Highland/Hollandwood across Woodward</td>
<td>31.7</td>
<td></td>
</tr>
<tr>
<td>Right onto 2nd Avenue</td>
<td>31.6</td>
<td></td>
</tr>
<tr>
<td>Left onto West Chicago Boulevard</td>
<td>32.6</td>
<td></td>
</tr>
<tr>
<td>Right onto Hamilton Avenue which becomes Ponchartrain 4.3 miles</td>
<td>32.7</td>
<td></td>
</tr>
<tr>
<td>Right onto West 7 Mile Road</td>
<td>37.0</td>
<td></td>
</tr>
<tr>
<td>Rest Station 3 (1441 W 7 Mile Rd. Detroit, MI 48203)</td>
<td>37.2</td>
<td>Detroit Police Dept., 12th Precinct</td>
</tr>
<tr>
<td>Right onto Woodward Ave</td>
<td>37.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Canfield Street Left onto Woodrow Wilson Street</td>
<td>40.3</td>
<td></td>
</tr>
<tr>
<td>Left onto Woodrow Wilson Street</td>
<td>41.1</td>
<td></td>
</tr>
<tr>
<td>Right onto West Chicago Boulevard</td>
<td>41.3</td>
<td></td>
</tr>
<tr>
<td>Left onto Linwood Avenue</td>
<td>42.0</td>
<td></td>
</tr>
<tr>
<td>Right onto Joy Road</td>
<td>42</td>
<td></td>
</tr>
<tr>
<td>Left onto Livernois Avenue</td>
<td>44.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Joy Road</td>
<td>44.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Nordhavn Avenue</td>
<td>44.8</td>
<td></td>
</tr>
<tr>
<td>Left onto Stawell Avenue</td>
<td>44.9</td>
<td></td>
</tr>
<tr>
<td>Right onto Oakman Boulevard</td>
<td>45.2</td>
<td></td>
</tr>
<tr>
<td>Left onto West Chicago Street</td>
<td>45.6</td>
<td></td>
</tr>
<tr>
<td>Left onto Spirozoa Drive</td>
<td>50.5</td>
<td></td>
</tr>
<tr>
<td>Right onto Spirozoa Drive</td>
<td>50.6</td>
<td></td>
</tr>
<tr>
<td>Left onto Tremont Avenue 7.1 miles</td>
<td>51.6</td>
<td></td>
</tr>
<tr>
<td>Continue on West Grand Boulevard 5.7 Right onto Linwood</td>
<td>58.7</td>
<td></td>
</tr>
<tr>
<td>Right onto Linwood Street</td>
<td>59.3</td>
<td></td>
</tr>
<tr>
<td>Left onto Grand Service Drive</td>
<td>59.3</td>
<td></td>
</tr>
<tr>
<td>Right onto 14th Street</td>
<td>59.6</td>
<td></td>
</tr>
<tr>
<td>Left onto West Forest Avenue</td>
<td>60.7</td>
<td></td>
</tr>
<tr>
<td>Left onto Anthony Wayne Drive</td>
<td>61.6</td>
<td></td>
</tr>
<tr>
<td>Right onto West Palmer Avenue</td>
<td>62</td>
<td></td>
</tr>
<tr>
<td>Right onto Ferry Mall</td>
<td>62.1</td>
<td></td>
</tr>
<tr>
<td>Arrive at Finish</td>
<td>62.2</td>
<td></td>
</tr>
</tbody>
</table>
MARSH USA INC.  EVIDENCE OF COVERAGE CONTRACTS

This evidence is issued as a matter of information only and confers no rights upon the holder. This does not affirmatively or negatively amend, extend or alter the coverage afforded by the contracts below. This does not constitute a contract between the facility, authorized representative or producer, and the holder. Important: if the holder is an additional insured, this contract must be endorsed. If endorsement is wished, subject to the terms and conditions of the contract, certain contracts may require an endorsement. A statement on this evidence does not confer rights to the holder. (In such endorsements).

INSURER
MARSH USA INC.
ONE TOWNE SQUARE
SUITE 1100
SOUTHFIELD, MI 48076

INSURED
WAYNE STATE UNIVERSITY
ATTN: WILLIAM KEMP
5700 CASS, SUITE 4022
DETOUR, MI 48202

COVERAGE
This is to certify that the contracts listed below have been issued to the insured maker above for the contract period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this may be issued or may pertain, the coverage afforded by the contract's described herein is subject to all the terms, exclusions and conditions of such contracts. Limits shown may have been reduced by PAs or Clarks.

<table>
<thead>
<tr>
<th>TYPE OF COVERAGE</th>
<th>CONTRACT NUMBER</th>
<th>EFFECTIVE DATE</th>
<th>EXPIRATION DATE</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A GENERAL LIABILITY</td>
<td>GL71256</td>
<td>7/1/2019</td>
<td>7/1/2019</td>
<td>GENERAL AGRGREGATE $1,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PRODUCTS COM/BUS ADD $1,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PERSONAL &amp; ADJURY $1,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>EACH OCCURRENCE $1,000,000</td>
</tr>
<tr>
<td>A AUTO LIABILITY</td>
<td>ALT12018</td>
<td>7/1/2019</td>
<td>7/1/2019</td>
<td>COMBINED SINGLE LIMIT $1,000,000</td>
</tr>
</tbody>
</table>

DESCRIPTION OF OPERATIONS LOCATION/SPECIAL ITEMS (LIMITS MAY BE SUBJECT TO DEDUCTIBLES OR RETENTION)

Re: As respects the use agreement between City of Detroit, Special Events, Media Services and Wayne State University regarding the 2019 WJSU BAROUDI BIKE EVENT TO BE HELD ON SATURDAY, AUGUST 17, 2019. THE CITY OF DETROIT SHALL BE NAMED AS AN ADDITIONAL INSURED AT THE MA PER THE USE AGREEMENT.

EVIDENCE HOLDER
CITY OF DETROIT
MEDIA SERVICES, SPECIAL EVENTS
COLEGIAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE
DETROIT, MI 48226

CANCELLATION
None of the above described coverage contracts can be cancelled before the expiration date thereof.

WALLY USA INC.
By: JERRY J. McCAY
DATE OF ISSUE: 7/1/2019
This endorsement modifies coverage provided under the following:

M.U.S.I.C. GENERAL LIABILITY COVERAGE CONTRACT

COVERAGE FOR PERSON, ENTITY OR ORGANIZATION (COVERED PARTY) UNDER A COVERED CONTRACT

A. Coverage

SECTION II - WHO IS COVERED is amended to include any person, entity or organization (hereinafter referred to as a Covered party) for Bodily Injury, Personal Injury, Advertising Injury or Property damage covered under this General Liability Coverage Contract that occurs during the Coverage Period but only with respect to a Covered contract and only where you have agreed in writing to include the Covered contract and Covered party for such coverage. Coverage by this endorsement to the Covered party is limited to:

1. Liability arising out of a covered Occurrence that is caused, in whole or in part by you or on your behalf by your agents or subcontractors; and

2. The extent of coverage and Limits of Liability as stipulated in the Covered contract. However, such coverage and limits shall not increase our Limits of Liability as stated in Section III - LIMITS OF LIABILITY or alter any of the terms of coverage stated in this General Liability Coverage Contract. Further, our payment obligation shall not exceed the lesser of:

   a. The Limits of Liability stated in SECTION III - LIMITS OF LIABILITY and as shown in the Declarations; or

   b. The limits(s) of coverage stipulated in the Covered contract applicable to general liability coverage.

The Covered contract must be effective and executed prior to a covered Occurrence.

B. Exclusions

The following exclusions apply to this endorsement and are in addition to those exclusions stated in the General Liability Coverage Contract or as amended by endorsement:

1. This insurance does not apply to Bodily Injury, Personal Injury, Advertising Injury or Property damage arising out of, resulting from, caused by or contributed to by:

   a. Sole negligence by the Covered party or anyone else acting on the Covered party’s behalf.

   b. An Occurrence which takes place after the cancellation date of the General Liability Coverage Contract or cancellation date of this endorsement, or by termination or ending by either party of the Covered contract, whichever occurs first.
C. Limits of Liability Application

Any payment obligation by us under this endorsement involving a Covered contract that is a result of a covered occurrence taking place during the coverage period will be subject initially to the Annual Aggregate Loss Retentions shown in the Declarations and also subject to the applicable limits of liability set forth in paragraph A.2 (Coverage) of this endorsement. Nothing in this endorsement creates any additional, supplemental or separate limits of liability under this General Liability Coverage Contract.

D. Conditions

The following conditions apply to this endorsement and are in addition to those conditions stated in the General Liability Coverage Contract or as amended by endorsement.

1. If we cancel the General Liability Coverage Contract (including this endorsement) or only cancel this endorsement prior to the General Liability Coverage Contract's expiration date and, where specifically stipulated in the approved Covered contract, we agree to provide the Covered party to the Covered contract advance written notice of such cancellation based on the number of days specified therein.

2. The coverage provided by this endorsement is primary to, and on a non-contributory basis with, any other available coverage to the Covered party.

3. The Covered party must give us prompt written notice of an occurrence involving the Covered contract that may result in a claim or Suit. Any ensuing claim or Suit must include and be brought against both the Covered party and us. We will have the right and duty to conduct and control the legal defense for the Covered party named in the claim or Suit. Our defense of and any payment obligations for a claim or Suit will be subject to the terms and conditions set forth in General Liability Coverage Contract or as amended by endorsement.

4. The Covered party must cooperate with us during the handling of the potential claim, claim or Suit involving a Covered contract.

5. You must retain a written copy of the Covered contract.
### Part I: Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, lines. For other entities, it is your employer identification number (EIN). If you do not have a number, see how to get a TIN later.

- **Social security number**
- **Employer identification number**

### Part II: Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign this certification, but you must provide your correct TIN. See the instructions for Part II, later.

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (miscellaneous income, prizes, awards, or gross proceeds)
- Form 1099-B (sales of stocks or mutual funds and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1096-K (Merchant card and third-party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1098-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What Is Backup Withholding, later.
By signing the filed-out form, you:
1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you have a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What is FATCA reporting, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:
• An individual who is a U.S. citizen or U.S. resident alien;
• A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
• An estate (other than a foreign estate); or
• A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing his U.S. status and avoiding withholding on his allocable share of net income from the partnership conducting a trade or business in the United States.

• In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
• In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; or
• In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a large bank that has been elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (See Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien who may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the taxpayer has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to U.S. tax in an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that states the following five terms:

1. The treaty country. Generally, the treaty must be the same treaty under which you claimed exemption from tax if you are a nonresident alien.
2. The treaty article addressing the income.
3. The article number for the type of income.
4. The type and amount of income that qualifies for the exemption from tax.
5. Stuff or facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China Income tax treaty allows an exemption from tax for scholarships received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if he or she stays in the United States for 183 calendar days. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first Protocol) and is relying on the exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay the IRS 25% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable income and dividends on your tax return.

Payments you receive will be subject to backup withholding if:
1. You do not furnish your TIN to the requester;
2. You do not certify your TIN when required (see the instructions for Part II for details);
3. The IRS tells the requester that you furnished an incorrect TIN;
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only); or
5. You do not certify to the requester that you are not subject to backup withholding under (a) above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See Exempt payees code, later, and the separate instructions for the Requestor of Form W-9 for more information. Also see Special rules for partnerships, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are United States persons. Certain accounts are exempt from FATCA reporting. See Exemption from FATCA reporting code, later, and the instructions for the Requestor of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from that person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you are no longer a tax-exempt. In addition, you must furnish a new Form W-9 if the payer changes TIN or changes the name of the grantor of a trust.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with reasonable cause that results in no backup withholding, you are subject to a $500 penalty.
Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

**Specific Instructions**

**Line 1**
You must enter one of the following on this line; do not leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), 1st, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your legal name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name. Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. Sole proprietor or single-member LLC. Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. Partnership, LLC that is not a single-member LLC, C corporation, or S corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. Other entities. Enter your name as shown on a required U.S. federal tax document on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(i). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2. "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

**Line 2**
If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

**Line 3**
Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

<table>
<thead>
<tr>
<th>IF the entity/person on line 1 is</th>
<th>THEN check the box for</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporation</td>
<td>Corporation</td>
</tr>
<tr>
<td>Individual</td>
<td>Individual/self-employed proprietor or</td>
</tr>
<tr>
<td>Sole proprietor, or</td>
<td>single-member LLC</td>
</tr>
<tr>
<td>Single-member limited liability</td>
<td>Limited liability company and enter</td>
</tr>
<tr>
<td>entity (LLC) owned by an individual and disregarded for</td>
<td>the appropriate tax classification.</td>
</tr>
<tr>
<td>U.S. federal tax purposes</td>
<td>(PE Partnership; GC Corporation; or SS Corp.)</td>
</tr>
<tr>
<td>LLC treated as a partnership for</td>
<td></td>
</tr>
<tr>
<td>U.S. federal tax purposes</td>
<td></td>
</tr>
<tr>
<td>LLC that has filed Form 8832 or 2553 to be taxed as a</td>
<td></td>
</tr>
<tr>
<td>corporation, or</td>
<td></td>
</tr>
<tr>
<td>LLC that is disregarded as an entity separate from its</td>
<td></td>
</tr>
<tr>
<td>owner but the owner is another LLC that is not</td>
<td></td>
</tr>
<tr>
<td>disregarded for U.S. federal tax purposes</td>
<td></td>
</tr>
<tr>
<td>Partnership</td>
<td>Partnership</td>
</tr>
<tr>
<td>Trust/estate</td>
<td>Trust/estate</td>
</tr>
</tbody>
</table>

**Line 4, Exemptions**
If you are exempt from backup withholding under FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

**Exempt payee code.**
- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Corporations are exempt from backup withholding for certain payments, including interest, dividends, and rents, except as provided below.
- Corporations are exempt from backup withholding for payments made in settlement of payment card or third-party network transactions.
- Corporations are not exempt from backup withholding with respect to attorney fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding:

1. An organization exempt from tax under section 501(c), any IRA, or a custodial account under section 403(b)(1) if the account satisfies the requirements of section 401(3)(B)
2. The United States or any of its agencies or instrumentalities
3. A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
4. A foreign government or any of its political subdivisions, agencies, or instrumentalities
5. A corporation
6. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
7. A futures commission merchant registered with the Commodity Futures Trading Commission
8. A real estate investment trust
9. An entity registered at all times during the tax year under the Investment Company Act of 1940
10. A common trust fund operated by a bank under section 684(a)
11. A financial institution
12. A nominee or custodian
13. A trust exempt from tax under section 664 or described in section 4947
The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 10.

<table>
<thead>
<tr>
<th>IF the payment is for...</th>
<th>THEN the payment is exempt for...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest and dividend payments</td>
<td>All exempt payees except for 7</td>
</tr>
<tr>
<td>Broker transactions</td>
<td>Exempt payees 1 through 4 and 6 through 11 and all C corporations. Noncorporate payees must not enter an exempt payee code because they are exempt only for sales of noncorporate securities acquired prior to 2012.</td>
</tr>
<tr>
<td>Barter exchange transactions and patronage dividends</td>
<td>Exempt payees 1 through 4</td>
</tr>
<tr>
<td>Payments over $500 required to be reported and direct sales over $2,000*</td>
<td>Generally, exempt payees 1 through 6</td>
</tr>
</tbody>
</table>

*See Form 1099-MISC, Miscellaneous Income, and its instructions.

** However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorney fees, gross proceeds paid to an attorney reportable under section 6604(b), and payments for services paid by a fiduciary or executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this blank. Consult the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with “Not Applicable” (or any similar indication) written or printed on the line for a FATCA exemption code.

- An organization exempt from tax under section 501(c) or any individual retirement plan as defined in section 4975(e)(7)
- Any United States or any of its agencies or instrumentalities
- A state, the District of Columbia, a U.S. commonwealth or possession, or any of its political subdivisions or instrumentalities
- A corporation the stock of which is regularly traded on one or more established securities markets, as determined in Regulations section 1.1472-1(b)(1)
- A corporation that is a member of the same extended affiliated group as a corporation described in Regulations section 1.1472-1(f)(1)
- A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state
- A real estate investment trust
- A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940
- A common trust fund as defined in section 584(a)
- A bank as defined in section 581
- A broker
- A trust exempt from tax under section 504 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requiring this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If the address differs from the one the requester already has on file, write “NEW” at the top. If no new address is provided, there is still a chance the old address will be used until the payer changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get a SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the space for TIN, security number box, if you do not have an ITIN, see How to get a TIN below.

If you are a sole proprietor and have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN or EIN, if the owner has one. Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See What's New and Number To Give the Requester, later, for further clarification of names and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-8, Application for a Social Security Card, from your local SSA office or go online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9, do not have a TIN, apply for a TIN and write “Applied For” in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering “Applied For” means that you have already applied for a TIN or that you intend to apply for one soon.

Cautions A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 4, 5, or 6 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Except payee, use Exempt payee code, as indicated.

Signature requirements. Complete the certification as indicated in items 1 through 6 below.
1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requestor, you must cross out Item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out Item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requestor's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of a payment card and benefits, retirement payments, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

<table>
<thead>
<tr>
<th>For this type of account</th>
<th>Give name and EIN of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Individual</td>
<td>The individual</td>
</tr>
<tr>
<td>2. Two or more individuals (joint account) other than an account maintained by an FII</td>
<td>The actual owner of the account or, if combined funds, the first individual on the account. Each holder of the account</td>
</tr>
<tr>
<td>3. Two or more U.S. persons (joint account maintained by an FII)</td>
<td>The minor</td>
</tr>
<tr>
<td>4. Custodial account of a minor (Uniform Gift to Minors Act)</td>
<td>The grantor-trustee</td>
</tr>
<tr>
<td>5. The usual revocable savings trust (grantor is trustee)</td>
<td>The actual owner</td>
</tr>
<tr>
<td>6. A so-called trust account that is not a legal or valid trust under state law</td>
<td>The owner</td>
</tr>
<tr>
<td>7. A grantor retained interest in a trust (see Regulations section 1.671-1(a)(2)(iv))</td>
<td>The grantor</td>
</tr>
<tr>
<td>8. A taxable entity owned by an individual</td>
<td>The owner</td>
</tr>
<tr>
<td>9. A partnership or multi-member LLC</td>
<td>The partner</td>
</tr>
<tr>
<td>10. A corporation or LLC maintaining a corporate position on Form 8842 or Form 2553</td>
<td>The corporation</td>
</tr>
<tr>
<td>11. An association, civic, religious, charitable, educational, or other tax-exempt organization</td>
<td>The organization</td>
</tr>
<tr>
<td>12. A broker or registered nominee</td>
<td>The broker or nominee</td>
</tr>
</tbody>
</table>

For this type of account: Give name and EIN of:

| 14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or person that receives agricultural program payments) | The public entity |
| 15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1041 Filing Method 2 (see Regulations section 1.671-4(h)(2)(ii)) | The trust |

1. List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.
2. Circle the minor's name and furnish the minor's SSN.
3. You must show your individual name and you may also enter your business or DBA name on the "business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund. To reduce your risk:

- Protect your SSN.
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Vigilant identity theft victims are increasingly aware of economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for the Federal Trade Commission's (FTC) Consumer Assistance Program. To reach the FTC's identity theft hotline at 1-877-438-4338, you can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-225-0225.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common tactic is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to obtain the user's private information that will be used for identity theft.
The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar access information for their credit cards, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@usa.gov or report them at www.ftc.gov/identitytheft. You can contact the FTC at www.ftc.gov/identitytheft or 877-IDTHEFT (877-438-4388). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/identitytheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you, mortgage interest paid, the acquisition or abandonment of secured property, the cancellation of debt, or contributions you made to an IRA, Archer MSA, or HSA. The person collecting the form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal legal action and to states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividends, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.
Petition of Wayne State University, request to hold "Baroudeur" at the City of Detroit (along various public rights of way) on 8/17/19 from 7am - 5pm, Set-up on 8/16 at 9 am til 8/17 at 7am, Tear on 8-17-19

REFERRED TO THE FOLLOWING DEPARTMENT(S)

MAYOR'S OFFICE   DPW - CITY ENGINEERING DIVISION
FIRE DEPARTMENT
POLICE DEPARTMENT  BUILDINGS SAFETY ENGINEERING
BUSINESS LICENSE CENTER
DEPARTMENTAL REFERENCE COMMUNICATION

Thursday, February 07, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

MAYOR'S OFFICE  DPW - CITY ENGINEERING DIVISION
FIRE DEPARTMENT  BUILDINGS SAFETY ENGINEERING
POLICE DEPARTMENT  BUSINESS LICENSE CENTER

Wayne State University, request to hold "Baroudeur" at the City of Detroit (along various public rights of way) on 8/17/19 from 7am - 5pm, Set-up on 8/16 at 9 am til 8/17 at 7am, Tear on 8-17-19
What are the projected set-up, event and tear down dates and times (must be completed)?

<table>
<thead>
<tr>
<th>Begin Set-up Date:</th>
<th>Time:</th>
<th>Complete Set-up Date:</th>
<th>Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 18, 2019</td>
<td>9 a.m.</td>
<td>August 17, 2019</td>
<td>7 a.m.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Start Date:</th>
<th>Time:</th>
<th>Event End Date:</th>
<th>Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 17, 2019</td>
<td>7 a.m.</td>
<td>August 17, 2019</td>
<td>6 p.m.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Begin Tearing Down Date:</th>
<th>Complete Tear Down Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 17, 2019</td>
<td>August 17, 2019</td>
</tr>
</tbody>
</table>

Event Times (If more than one day, give times for each day):

Section 3: LOCATION/SITE INFORMATION

Location of Event:

Facilities to be used (circle): [ ] Street [ ] Sidewalk [ ] Park [ ] City

Parking

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandise booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4: ENTERTAINMENT

Describe the entertainment for this year's event:

All entertainment to be presented on Wayne State's main campus.

Will a sound system be used? [ ] Yes [ ] No

If yes, what type of sound system? No sound system to be employed outside of Wayne State's campus.

Section 5: SALES INFORMATION

Will there be advanced ticket sales? [ ] Yes [ ] No


Will there be on-site ticket sales? [ ] Yes [ ] No

If yes, list price(s):

Will there be vending or sales? [ ] Yes [ ] No

If yes, check all that apply:

[ ] Food  [ ] Merchandise  [ ] Non-Alcoholic Beverages  [ ] Alcoholic Beverages
Name of vendor providing generators: Contact Person: No generators needed.

<table>
<thead>
<tr>
<th>Description</th>
<th>How Many?</th>
<th>Size/Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Tents (enclosed on 3 sides)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Canopy (open on all sides)</td>
<td>4 (Belle Isle, USCIS)</td>
<td>10x10: for rust stops snacks</td>
</tr>
<tr>
<td>Staging/Scaffolding</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Bleachers</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

### Section 9: COMPLETE ALL THAT APPLY

**Emergency medical services?** Hart Medical EMS

- **Contact Person:** Adam Gottlieb, CEO, Hart Medical EMS
- **Address:** 1936 W. Fort Street
- **City/State/Zip:** Detroit, MI 48216

**Name of company providing port-a-Johns:** Pathway Services

- **Contact Person:** Sara Thomas
- **Address:** 2876 Tyler Road
- **City/State/Zip:** Ypsilanti, MI 48198
- **Phone:** 734-462-7033

**Name of private catering company?** N/A; post-lunch ride will be through Wayne State campus dining

- **Contact Person:**
- **Address:**
- **City/State/Zip:**
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION

Please see attached letter of explanation.
January 14, 2019

Bethanie Fisher
Special Events Coordinator
City of Detroit – Media Services
2 Woodward Ave., Ste. 333
Detroit, MI 48226

Dear Ms. Fisher:

I am writing on behalf of Wayne State University (WSU) for approval for rider participants to access public rites of way throughout the City of Detroit for the fifth annual Baroudeur, Saturday, August 17, 2019. With this in mind, I have attached a completed “City of Detroit Special Events Application” on behalf of WSU.

The Baroudeur, an initiative of Wayne State University President M. Roy Wilson, is a non-competitive activity that gives riders of all abilities a chance to explore the Detroit and surrounding areas while cycling. More importantly, the event raises scholarship dollars to help students in financial need. The event also supports the League of Michigan Bicyclists by participating in their $1 Per Rider Program, which helps promote cycling safety across the state. The Baroudeur, which showcases some of our area’s most noteworthy locations, gives participants a firsthand-view of the striking transformation taking place in Detroit. In turn, we hope that our riders encourage others to explore Detroit’s iconic treasures.

The 2019 Baroudeur follows overwhelmingly successful events in 2015, 2016, 2017 and 2018. Nearly 1,000 riders toured metro Detroit along four courses during the inaugural event in 2015. Thanks to help from roughly 20 organizations and sponsors and nearly 300 volunteers, the rides in 2016, 2017 and 2018 ended without major incident or injury. We look forward to another successful and impactful event that nets positive results.

About the ride
Riders can choose from 20, 37, 62 and 100-mile distances to ride. The routes begin and end on Wayne State’s main campus and will carry riders through parts of Detroit and various other communities. Riders along each course will enjoy routes through Midtown, Downtown, Belle Isle, the iconic Woodward Avenue, Palmer Park and other historic neighborhoods, gaining appreciation for Detroit’s remarkable past, exciting present and promising future.

Event impact
Armed with lessons from the past four years, we expect the Baroudeur’s trek through Detroit will produce minimal disruption to traffic flow. Our experience with past events and our partnerships with law enforcement and regional governing bodies will aid us in reaching our goal of an incident-free ride for the 800-1000 riders we anticipate. As in past years, no street closures are required for the routes, which will be marked by temporary signage.
The Baroudeur is a fun, noncompetitive cycling event that gives riders of varying abilities an opportunity to explore Detroit and its surrounding areas on two wheels while helping economically disadvantaged students pursue higher education.

**Event date**
Saturday, August 17, 2019

**Ridership**
Roughly 1,000 riders expected for 2019.

**Cost of participation**
The base registration fee is $65, through June 19; $75, June 20 – July 19; $85, July 20 – August 14. Registration closes at 11:59 p.m. on August 14.

**Ride groups**
Four ride choices will be offered for 2019: 20 miles, 37 miles, 62 miles (Metric Century), 100 miles (Century).

**Ride schedule**
Ride groups will depart Wayne State's main campus along the following schedule:

<table>
<thead>
<tr>
<th>Ride start</th>
<th>Ride group</th>
<th>2019 projection*</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 a.m.</td>
<td>100-mile group</td>
<td>150</td>
</tr>
<tr>
<td>8:30 a.m.</td>
<td>62-mile group</td>
<td>165</td>
</tr>
<tr>
<td>8:30 a.m.</td>
<td>37-mile group</td>
<td>160</td>
</tr>
<tr>
<td>10 a.m.</td>
<td>20-mile group</td>
<td>325</td>
</tr>
</tbody>
</table>

*Projection based on 800 riders

**Routes**
With the exception of the second halves of the 62-mile and the 100-mile routes, the routes will remain largely unchanged from 2018, with the four routes passing through Midtown, Downtown, Belle Isle, four of the five Grosse Pointes and Palmer Park. Rather than routing through the Downriver communities and Grosse Ile as in the past, the updated 62- and 100-mile routes now stretch west and includes Hines Drive to Livonia.

**Rest stations**
Four official rest and refreshment stations will be established along the Baroudeur routes. The rest stations will offer an assortment of liquid refreshments and high-carbohydrate snacks. All food and drink items will be prepackaged or self-service.
A. Public safety

Overall Public Safety efforts are coordinated by the Wayne State University Police Department (WSUPD), with significant collaboration with the Detroit Police Department (DPD) to ensure that The Baroudeur is free of significant traffic and other incidents. WSUPD will mobilize a significant portion of its available manpower to support the event. DPD will activate manpower as needed, per the scale and scope of the event. Other agencies, such as the Wayne County Sheriff's Department and the Michigan State Police will provide ancillary services as requested by WSUPD.

Police and Public Safety departments in host communities outside the City of Detroit will dispatch manpower as deemed necessary by each individual law enforcement agency.

B. Traffic and safety

1. Assumption of risk: The Baroudeur will be conducted over public roads and other facilities that are open to the public during the activity and upon which the hazards of traveling are to be expected. By signed, written waiver mandatory for participation in the event, riders agree to follow all applicable rules of the road for cyclists and acknowledge the inherent dangers and risks associated with bicycling. As such, each rider assumes responsibility for such dangers and risks.

2. Rolling traffic enclosures: WSUPD and DPD will implement intermittent traffic controls along the route by way of rolling enclosure for riders in the 20, 37, 62 and 100-mile rides. The enclosures will allow the ride to move along the course while minimizing disruption to the traveling public. Where ride groups are diffused widely, WSUPD and DPD will make on-road adjustments to traffic control methods.

3. Enclosure elements: Each of the four rolling enclosures will include at least two escort vehicles, traveling at an appropriate distance in front of and behind the pelotons. The lead escort vehicle shall stay in front of the lead rider in the race, while the follow escort vehicle shall remain behind the main peloton. Riders who travel ahead of the lead escort vehicle or drop behind the follow escort vehicle shall obey all applicable rules of the road for cyclists and assume all risks of participation. Rolling enclosures may integrate additional escort vehicles and stationed officers as made necessary by rider volume and anticipated traffic conditions.
D. First-aid

1. **Nature of support:** Roughly 20 medical volunteers will be recruited and mobilized for the event. First-aid volunteers will be stationed at the Start/Finish lines, and at each of the five designated rest areas.

2. **Roles and responsibilities:** Medical volunteers will provide first aid services for such ailments as minor cuts, scrapes and bruises. Medical volunteers also will monitor riders for signs of physical distress, evaluate participants' needs for escalating care, and contact the UCP to mobilize available resources.

3. **Qualifications:** First-aid volunteers shall be qualified as licensed practitioners in a recognized medical field or be actively receiving for such medical training. Where volunteers are medical or nursing students, their activities shall be supervised by a licensed practitioner.

E. **Command and control (Communications)**

1. **Safety Command Center (SCC):** Overall command and control will be under the purview of WSUPD and stationed in WSUPD headquarters at 6050 Cass Ave, Detroit, MI 48202 on WSU's main campus. SCC's internal, event-related communications will take place via 800 MHz radio frequency arranged through the Michigan Public Safety Communication System (MPSCS). WSUPD will coordinate communications with other providers of public safety services, including EMS services and police departments and the on-campus Event Communications Post (ECP).
   a. The SCC will receive reports of incidents directly from riders, event officials or event volunteers via the WSUPD emergency phone number, (313) 577-2222.
   b. The SCC will review the facts of any reported incidents or situations to determine if additional response or actions are appropriate.
   c. The SCC will mobilize emergency response resources as appropriate, and monitor the status of response activities.
   d. The SCC may also receive and route requests for disabled bicycles and other support and gear issues.

2. **Event Communications Post:** The ECP will serve as the communication hub for various non-emergency event functions.
   a. Volunteer management
   b. Support and gear
   c. Rest station usage and supplies
   d. Rider progress
   e. First-aid response
   f. Various other special event operations
<table>
<thead>
<tr>
<th>DIRECTION</th>
<th>DISTANCE (miles)</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start - Gullen Mall</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Right onto Kirby Mall</td>
<td>0.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Cass Avenue</td>
<td>2.3</td>
<td></td>
</tr>
<tr>
<td>Left onto Fort Street West</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Washington Boulevard</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Left onto Lemma St W</td>
<td>2.6</td>
<td></td>
</tr>
<tr>
<td>Left onto Beaublic Street</td>
<td>3.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Lafayette Street East 2.6 miles</td>
<td>3.2</td>
<td></td>
</tr>
<tr>
<td>Right onto East Grand Boulevard</td>
<td>5.8</td>
<td></td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>5.9</td>
<td></td>
</tr>
<tr>
<td>Continue on Sunset Drive</td>
<td>6.3</td>
<td></td>
</tr>
<tr>
<td>Continue on Casino Way</td>
<td>6.5</td>
<td></td>
</tr>
<tr>
<td>Continue on Central Way 1.9 miles</td>
<td>6.6</td>
<td></td>
</tr>
<tr>
<td>Left onto Lakeside Street</td>
<td>6.8</td>
<td></td>
</tr>
<tr>
<td>Rest Station 1 (Riverbank Drive)</td>
<td>9.5</td>
<td>Belle Isle</td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>10.7</td>
<td></td>
</tr>
<tr>
<td>Continue on East Jefferson Avenue 2 miles</td>
<td>11.4</td>
<td></td>
</tr>
<tr>
<td>Proceed onto East Jefferson Avenue</td>
<td>13.4</td>
<td></td>
</tr>
<tr>
<td>Left onto St. Jean Ave.</td>
<td>13.4</td>
<td></td>
</tr>
<tr>
<td>Left onto Kercheval Street</td>
<td>13.8</td>
<td></td>
</tr>
<tr>
<td>Proceed on Kercheval Street 2.1 miles</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Right onto Mount Elliott Street</td>
<td>16.1</td>
<td></td>
</tr>
<tr>
<td>Proceed on Mount Elliott Street .9 miles</td>
<td>16.2</td>
<td></td>
</tr>
<tr>
<td>Left onto E. Warren Avenue</td>
<td>17.5</td>
<td></td>
</tr>
<tr>
<td>Continue on East Warren Avenue 1.8 miles</td>
<td>18.5</td>
<td></td>
</tr>
<tr>
<td>Right onto Saint Antoine</td>
<td>19.1</td>
<td></td>
</tr>
<tr>
<td>Left onto East Palmer Avenue</td>
<td>19.5</td>
<td></td>
</tr>
<tr>
<td>Left onto Cass Avenue</td>
<td>20.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Kirby Mall</td>
<td>20.2</td>
<td></td>
</tr>
<tr>
<td>Left onto Gullen Mall</td>
<td>20.3</td>
<td></td>
</tr>
<tr>
<td>Arrive at Finish</td>
<td>20.4</td>
<td></td>
</tr>
<tr>
<td>DIRECTION</td>
<td>DISTANCE (miles)</td>
<td>NOTES</td>
</tr>
<tr>
<td>-----------</td>
<td>-----------------</td>
<td>-------</td>
</tr>
<tr>
<td>Start - Gulian Mall</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Right onto Kirby Mall</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Right onto Cass Avenue 2.3 miles</td>
<td>0.1</td>
<td></td>
</tr>
<tr>
<td>Left onto Fort Street West</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Washington Boulevard</td>
<td>2.4</td>
<td></td>
</tr>
<tr>
<td>Left onto Larned St W. 6 miles</td>
<td>2.8</td>
<td></td>
</tr>
<tr>
<td>Left onto Beaubien Street</td>
<td>3.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Lafayette Street East 2.8 miles</td>
<td>3.2</td>
<td></td>
</tr>
<tr>
<td>Right onto East Grand Boulevard</td>
<td>5.0</td>
<td></td>
</tr>
<tr>
<td>Continue on MacArthur Bridge</td>
<td>5.8</td>
<td></td>
</tr>
<tr>
<td>Continue on The Strand around the perimeter of the island 6 miles</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Proceed on East Jefferson Avenue name changes to Lake Shore Road 9.6 miles</td>
<td>11.8</td>
<td></td>
</tr>
<tr>
<td>Left - U-TURN onto Lake Shore Road</td>
<td>18.1</td>
<td>Turnaround in Grosse Pointe Farms. 4th turnaround after Newberry Pl, at St Paul Island.</td>
</tr>
<tr>
<td>Proceed on Lake Shore Road name changes back to Jefferson 4.8 miles</td>
<td>23.7</td>
<td>US Citizenship and Immigration</td>
</tr>
<tr>
<td>Left onto Saint Jean Avenue</td>
<td>23.9</td>
<td></td>
</tr>
<tr>
<td>Right onto Kercheval Street 3.1 miles</td>
<td>24.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Mount Elliot Street 6 miles</td>
<td>27.5</td>
<td></td>
</tr>
<tr>
<td>Left onto E. Warren Avenue</td>
<td>29.4</td>
<td></td>
</tr>
<tr>
<td>Continue on East Warren Avenue</td>
<td>29.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Saint Antoine</td>
<td>29.8</td>
<td></td>
</tr>
<tr>
<td>Left onto East Palmer</td>
<td>30.0</td>
<td></td>
</tr>
<tr>
<td>Right onto Brush Street</td>
<td>30.6</td>
<td></td>
</tr>
<tr>
<td>Left onto Hollywood/Hazelwood across Woodward</td>
<td>31.7</td>
<td></td>
</tr>
<tr>
<td>Right onto 2nd Avenue</td>
<td>31.8</td>
<td></td>
</tr>
<tr>
<td>Left onto West Chicago Boulevard</td>
<td>32.0</td>
<td></td>
</tr>
<tr>
<td>Right onto Hamilton Avenue which becomes Ponchartrain 4.3 miles</td>
<td>32.3</td>
<td></td>
</tr>
<tr>
<td>Right onto West 7 Mile Road</td>
<td>37.0</td>
<td></td>
</tr>
<tr>
<td>Left onto Woodrow Wilson Ave</td>
<td>37.4</td>
<td></td>
</tr>
<tr>
<td>Right onto Calvert St/River/Right onto Woodrow Wilson Street</td>
<td>40.3</td>
<td></td>
</tr>
<tr>
<td>Right onto Woodrow Wilson Street</td>
<td>41.1</td>
<td></td>
</tr>
<tr>
<td>Right onto West Chicago Boulevard</td>
<td>41.3</td>
<td></td>
</tr>
<tr>
<td>Left onto Linwood Avenue</td>
<td>42.0</td>
<td></td>
</tr>
<tr>
<td>Right onto Joy Road</td>
<td>42</td>
<td></td>
</tr>
<tr>
<td>Left onto Livernois Avenue</td>
<td>44.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Joy Road</td>
<td>44.1</td>
<td></td>
</tr>
<tr>
<td>Right onto Northview Avenue</td>
<td>44.6</td>
<td></td>
</tr>
<tr>
<td>Left onto Stannell Avenue</td>
<td>44.9</td>
<td></td>
</tr>
<tr>
<td>Right onto Oakman Boulevard</td>
<td>45.2</td>
<td></td>
</tr>
<tr>
<td>Left onto West Chicago Street</td>
<td>45.8</td>
<td></td>
</tr>
<tr>
<td>Left onto St Antoine Drive</td>
<td>50.5</td>
<td></td>
</tr>
<tr>
<td>Right onto Clague Drive</td>
<td>50.6</td>
<td></td>
</tr>
<tr>
<td>Left on Throop Avenue 7.1 miles</td>
<td>51.6</td>
<td></td>
</tr>
<tr>
<td>Continue on West Grand Boulevard58.7Right onto Linwood</td>
<td>55.7</td>
<td></td>
</tr>
<tr>
<td>Right onto Linwood Street</td>
<td>59.3</td>
<td></td>
</tr>
<tr>
<td>Left onto Grand River Drive</td>
<td>63.2</td>
<td></td>
</tr>
<tr>
<td>Right onto 14th Street</td>
<td>59.6</td>
<td></td>
</tr>
<tr>
<td>Left onto West Forest Avenue</td>
<td>60.7</td>
<td></td>
</tr>
<tr>
<td>Left onto Anthony Wayne Drive</td>
<td>61.6</td>
<td></td>
</tr>
<tr>
<td>Right onto West Palmer Avenue</td>
<td>62</td>
<td></td>
</tr>
<tr>
<td>Right onto Ferry Mall</td>
<td>62.1</td>
<td></td>
</tr>
<tr>
<td>Arrive at Finish</td>
<td>62.2</td>
<td></td>
</tr>
</tbody>
</table>
**MARSH USA INC. EVIDENCE OF COVERAGE CONTRACTS**

**EVIDENCE NUMBER:**

**PRODUCER:** MARSH USA INC.
**ONE TOWNE SQUARE**
**SUITE 1100**
**SOUTHFIELD, MI 48076**

**INSURED:** WAYNE STATE UNIVERSITY
**ATTN: WILLIAM KEMP**
**5700 CASS, SUITE #822**
**DETROIT, MI 48202**

**CONCLUSION:**

*This is to certify that the contracts listed below have been issued to the insured named above for the contract period indicated. The limits shown may have been reduced by two claims.*

<table>
<thead>
<tr>
<th>LETTER</th>
<th>TYPE OF COVERAGE</th>
<th>CONTRACT NUMBER</th>
<th>EFFECTIVE DATE</th>
<th>EXPIRATION DATE</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong></td>
<td>GENERAL LIABILITY</td>
<td>GL728216</td>
<td>7/1/2018</td>
<td>7/1/2019</td>
<td>$1,000,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PRODUCTS-COMP AGG PERSONAL &amp; ADV INJURY: $1,000,000</td>
</tr>
<tr>
<td><strong>A</strong></td>
<td>AUTO LIABILITY</td>
<td>AL729210</td>
<td>7/1/2018</td>
<td>7/1/2019</td>
<td>COMBINED SINGLE LIMIT: $1,000,000</td>
</tr>
</tbody>
</table>

**DESCRIPTION OF OPERATIONS: LOCATION:VEHICLES:SPECIAL ITEMS:**

| **CITY OF DETROIT** | **MEDIA SERVICES, SPECIAL EVENTS** | **COLEMAN A. YOUNG MUNICIPAL CENTER** | **2 WOODWARD AVENUE** | **DETROIT, MI 48226** |

**CANCELLATION:**

None of the above described coverage contracts can be canceled before the expiration date thereof.

**EVIDENCE HOLDER:**

CITY OF DETROIT
MEDIA SERVICES, SPECIAL EVENTS
COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE
DETROIT, MI 48226

**MARSH USA INC.**

**BY JENNY C. McVAY**

**VALID AS OF:** 5/11/19
C. **Limits of Liability Application**

Any payment obligation by us under this endorsement involving a Covered contract that is a result of a covered Occurrence taking place during the coverage period will be subject initially to the Annual Aggregate Loss Retentions shown in the Declarations and also subject to the applicable limits of liability set forth in paragraph A.2 (Coverage) of this endorsement. Nothing in this endorsement creates any additional, supplemental or separate limits of liability under this General Liability Coverage Contract.

D. **Conditions**

The following conditions apply to this endorsement and are in addition to those conditions stated in the General Liability Coverage Contract or as amended by endorsement.

1. If we cancel the General Liability Coverage Contract (including this endorsement) or only cancel this endorsement prior to the General Liability Coverage Contract's expiration date and where specifically stipulated in the approved Covered contract, we agree to provide the Covered party to the Covered contract advance written notice of such cancellation based on the number of days specified therein.

2. The coverage provided by this endorsement is primary to, and on a non-contributory basis with, any other available coverage to the Covered party.

3. The Covered party must give us prompt written notice of an Occurrence involving the Covered contract that may result in a claim or Suit. Any ensuing claim or Suit must include and be brought against both the Covered party and us. We will have the right and duty to conduct and control the legal defense for the Covered party named in the claim or Suit. Our defense of any payment obligations for a claim or Suit will be subject to the terms and conditions set forth in General Liability Coverage Contract or as amended by endorsement.

4. The Covered party must cooperate with us during the handling of the potential claim, claim or Suit involving a Covered contract.

5. You must retain a written copy of the Covered contract.
By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What is FATCA reporting, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester’s form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:
- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

General rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partner’s share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, you must furnish Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.
- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust, and
- In the case of a U.S. trust other than a grantor trust, the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign person has elected to be treated as a U.S. person, you must use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a “saving clause.” Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the taxpayer has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:
1. The treaty country. Generally, this must be the same treaty under which you claimed the exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Self-certification facts to justify the exemption from tax under the terms of the treaty article.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called “backup withholding.” Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter transactions, royalties, and certain payments from third-party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:
1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an Incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable Interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable Interest and dividend accounts opened after 1993 only).

Certain payments are exempt from backup withholding. See Exempt payee codes, later, and the separate instructions for the Requestor of Form W-9 for more information.

Also see Special rules for partnerships, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See Exemption from FATCA reporting code, later, and the Instructions for the Requestor of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee (if you are no longer an exempt payee) and anticipate receiving reportable payments in the future from that person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer receive tax payments. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect. Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.
The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 19:

<table>
<thead>
<tr>
<th>Description</th>
<th>Exempt Payees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest and dividend payments</td>
<td>Exempt payees 1 through 4 and all C corporations.</td>
</tr>
<tr>
<td>Broker transactions</td>
<td>Exempt payees 1 through 4</td>
</tr>
<tr>
<td>Payments over $500 required to be reported and direct sales over</td>
<td>Generally, exempt payees 1 through 5</td>
</tr>
<tr>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td>Payments made in settlement of payment card or third party network</td>
<td>Exempt payees 1 through 4</td>
</tr>
<tr>
<td>transactions</td>
<td></td>
</tr>
</tbody>
</table>

Note: See Form 1099-MISC, Miscellaneous Income, and its instructions.

However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys’ fees, gross proceeds paid to an attorney reportable under section 6046(b), and payments for services paid by a fiscal executory agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting a form for accounts maintained outside the United States by foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requestor may indicate that a code is not required by providing you with a Form W-9 with “Not Applicable” or other similar indication written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(c)(3) or any individual retirement plan as defined in section 72(t)(12)
B—The United States or any of its agencies or instrumentalities
C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
D—A corporation on the stock of which is regularly traded on one or more established securities markets, as defined in Regulations section 1.1472-1(b)(1)(i)
E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)
F—A dealer in securities, commodities, or derivative financial instruments (including national principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state
G—A real estate investment trust
H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940
I—A common trust fund as defined in section 589(a)
J—A broker as defined in section 581
K—A trust
L—A trust exempt from tax under section 4947(a)(1)
M—A tax exempt trust under a section 401(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5
Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-8 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payer changes your records in their records.

Line 6
Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)
Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (TIN). Enter it in the social security number box, if you do not have an ITIN, see How to get a TIN below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner’s SSN (or EIN, if the owner has one). Do not enter the disregarded entity’s TIN. If the LLC is classified as a corporation or partnership, enter the entity’s EIN.

Note: See What Name and Number To Give the Requester, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1215.

Line Form W-7. Application for IRS Individual Taxpayer Identification Number, to apply for an SSN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/business Tax and clicking on Employer Identification Number (EIN) under Starting a Business.

Go to www.irs.gov/forms to download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/orders/forms to place an order and have Form W-7 and/or Form SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-8 but do not have a TIN, apply for a TIN and write “Applied For” in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradeable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Notes: Entering “Applied For” means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification
To establish the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see Exempt payee code, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.
The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property; the cancellation of debt, or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information.

Routine uses of this information include giving it to the Department of Justice for civil and criminal suits or to states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3405, payers must generally withhold a percentage of taxable interest, dividends, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.
**MAYOR'S OFFICE COORDINATORS REPORT**

OVERALL STATUS (please circle): ☑ APPROVED ☐ DENIED ☐ N/A ☐ CANCELED

Petition #: 687  Event Name: 2019 Ford Fireworks

Event Date: June 24, 2019

Street Closure: None

Organization Name: The Parade Company

Street Address: 9500 Mt. Elliott Studio A Detroit, MI 48211

Receipt date of the COMPLETED Special Events Application:

Date of City Clerk's Departmental Reference Communication:

Due date for City Departments reports:

Due date for the Coordinators Report to City Clerk:

Event Elements (check all that apply):

- [ ] Walkathon
- [ ] Carnival/Circus
- [ ] Concert/Performance
- [ ] Run/Marathon
- [ ] Bike Race
- [ ] Religious Ceremony
- [ ] Political Ceremony
- [ ] Festival
- [ ] Filming
- [ ] Parade
- [ ] Sports/Recreation
- [ ] Rally/Demonstration
- [x] Fireworks
- [ ] Convention/Conference
- [ ] Other: ____________________________________________________________________
- [x] 24-Hour Liquor License

Petition Communications (include date/time)

Annual Fireworks held on the Detroit River, Hart Plaza and Center Garage Rooftop from 5:00pm - 11:00pm with fireworks display from 9:55pm - 10:19pm.

**ALL permits and license requirements must be fulfilled for an approval status**

<table>
<thead>
<tr>
<th>Date</th>
<th>Department</th>
<th>N/A</th>
<th>APPROVED</th>
<th>DENIED</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DPD</td>
<td>☐</td>
<td>☑</td>
<td>☐</td>
<td>DPD Assisted Event; Contracted with Broadmoor &amp; NAIAS Security</td>
</tr>
<tr>
<td></td>
<td>DFD/EMS</td>
<td>☐</td>
<td>☑</td>
<td>☐</td>
<td>Pending Inspections; Contracted with Hart Medical &amp; DMCare Express to Provide Private EMS Services</td>
</tr>
<tr>
<td></td>
<td>DPW</td>
<td>☐</td>
<td>☑</td>
<td>☐</td>
<td>No Permits Required</td>
</tr>
<tr>
<td></td>
<td>Health Dept.</td>
<td>☐</td>
<td>☑</td>
<td>☐</td>
<td>Temporary Food License Required</td>
</tr>
</tbody>
</table>

ENTERED MAY 09 2019 - BB / NICK / HS (2.0)
<table>
<thead>
<tr>
<th>Date</th>
<th>Department</th>
<th>N/A</th>
<th>APPROVED</th>
<th>DENIED</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>TED</td>
<td></td>
<td></td>
<td></td>
<td>Barricades &amp; Fencing Required</td>
</tr>
<tr>
<td></td>
<td>Recreation</td>
<td></td>
<td></td>
<td></td>
<td>Application Received &amp; Approved as Presented</td>
</tr>
<tr>
<td></td>
<td>Bldg &amp; Safety</td>
<td></td>
<td></td>
<td></td>
<td>Permits Required for Barge, Tents, Generators &amp; Electrical</td>
</tr>
<tr>
<td></td>
<td>Bus. License</td>
<td></td>
<td></td>
<td></td>
<td>Vendors License &amp; Liquor License Required</td>
</tr>
<tr>
<td></td>
<td>Mayor's Office</td>
<td></td>
<td></td>
<td></td>
<td>All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.</td>
</tr>
<tr>
<td></td>
<td>Municipal Parking</td>
<td></td>
<td></td>
<td></td>
<td>No Parking Signs Required</td>
</tr>
<tr>
<td></td>
<td>DDOT</td>
<td></td>
<td></td>
<td></td>
<td>Low Impact on Buses</td>
</tr>
</tbody>
</table>

**MAYOR'S OFFICE**

Signature: [Signature]

Date: **May 2, 2014**
DEPARTMENTAL REFERENCE COMMUNICATION

Monday, February 18, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION
POLICE DEPARTMENT    BUSINESS LICENSE CENTER
BUILDINGS SAFETY ENGINEERING

687 The Parade Company, request to hold "2019 Ford Fireworks" at The Detroit River, on 6/24/19 @ 9:55PM - 10:19PM, Set-up will begin 6/14/19 at 7AM - 5PM, Complete tear down on 6/25/19.
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1 - GENERAL EVENT INFORMATION

Event Name: 2019 Ford Fireworks

Event Location: The Detroit River

Is this going to be an annual event? ☐ Yes ☐ No

Section 2 - ORGANIZATION/APPLICANT INFORMATION

Organization Name: The Parade Company

Organization Mailing Address: 9500 Mt Elliott, Studio "A", Detroit MI 48211

Business Phone: 313-923-7400

Business Website: www.theparade.org

Applicant Name: Don Morris

Business Phone: 313-923-7400

Cell Phone: 248-200-8710

Email: dmorris@theparade.org

Event On-Site Contact Person: Don Morris (fireworks)

Business Phone: 313-923-7400

Cell Phone: 248-200-8710

Email: dmorris@theparade.org

Event Elements (check all that apply)

[ ] Walkathon
[ ] Run/Marathon
[ ] Parade
[ ] Convention/Conference
[ ] Carnaval/Circus
[ ] Bike Race
[ ] Festival
[ ] Sports/Recreation
[ ] Fireworks
[ ] Concert/Performance
[ ] Religious Ceremony
[ ] Filming
[ ] Rally/Demonstration
[ ] Other: ______________________

Projected Number of Attendees: 100,000+

Please provide a brief description of your event:

The annual fireworks display known as the Ford Fireworks to take place on Monday June 24, 2019 (rain...
What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: 06/14/2019 Time: 07:00  Complete Set-up Date: 06/24/2019 Time: 17:00

Event Start Date: 06/24/2019 Time: 21:55  Event End Date: 06/24/2019 Time: 22:19

Begin Tearing Down Date: 06/25/2019 Complete Tear Down Date: 06/25/2019

Event Times (If more than one day, give times for each day):

Rain Date on 06/25/2019 - Will mirror the above times

Section 3: LOCATION/SITE INFORMATION

Location of Event: The Detroit River

Facilities to be used: (Check) Street  Sidewalk  Park  City ✓

Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

You will be prompted to upload these attachments upon submitting this form

Section 4: ENTERTAINMENT

Describe the entertainment for this year’s event:

One (1) 24 minute fireworks display on the Detroit river

Will a sound system be used?  □ Yes  ● No

If yes, what type of sound system?

Describe specific power needs for entertainment and/or music:

N/A

How many generators will be used?  0

How will the generators be fueled?
Name of vendor providing generators:

Contact Person:

Address:  

Phone:

City/State/Zip:

Section 5- SALES INFORMATION

Will there be advanced ticket sales?  □ Yes  ● No

If yes, please describe:

Will there be on-site ticket sales?  □ Yes  ● No

If yes, list prices:

Will there be vending or sales?  □ Yes  ● No

If yes, check all that apply:

[ ] Food  [ ] Merchandise  [ ] Non-Alcoholic Beverages  [ ] Alcoholic Beverages

Indicate type of items to be sold:

FYI - I will NOT be vending anything but I cannot complete the application unless I "check" one of the above items

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Broadmoor Global Security

Contact Person: Harold Kuln

Address: 1900 West Big Beaver, Suite 202  

Phone: 248-722-4309

City/State/Zip:  

Troy MI 48084

Number of Private Security Personnel Hired Per Shift:  

Four (4)

Are the private security personnel (check all that apply):

[ ] Licensed  [ ] Armed  [ ] Bonded

How will you advise attendees of parking options?

To utilize parking facilities provided by the City of Detroit and private lots in the downtown area
Section 7: COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?
A large number of individuals and families will be in the downtown area to view the event.

Have local neighborhood groups/businesses approved your event?  
☐ Yes  ☐ No

Indicate what steps you have or will take to notify them of your event:
It is an annual event that is marketed and advertised by our private PR company (Lovio George) and by our media partners, WDIV and various radio stations.

Section 8: EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

<table>
<thead>
<tr>
<th>How Many?</th>
<th>Size/Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth</td>
<td>0</td>
</tr>
<tr>
<td>Tents (enclosed on 3 sides)</td>
<td>0</td>
</tr>
<tr>
<td>Canopy (open on all sides)</td>
<td>0</td>
</tr>
<tr>
<td>Staging/Scaffolding</td>
<td>0</td>
</tr>
<tr>
<td>Bleachers</td>
<td>0</td>
</tr>
</tbody>
</table>

Section 9: COMPLETE ALL THAT APPLY

Emergency medical services?
Contact Person: N/A
Address: ________________________________
City/State/Zip: __________________________

Name of company providing port-a-Johns.
Contact Person: N/A
Address: ________________________________ Phone: ________________________________
City/State/Zip: __________________________

Name of private catering company?
Contact Person: N/A
Address: ________________________________ Phone: ________________________________
City/State/Zip: __________________________
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Attach a map or sketch of the proposed area for closure.

STREET NAME: ______________________________
FROM: ______________________________ TO: ______________________________
CLOSURE DATES: _____________________ BEG TIME: __________ END TIME: __________
REOPEN DATE: _____________________ TIME: __________

STREET NAME: ______________________________
FROM: ______________________________ TO: ______________________________
CLOSURE DATES: _____________________ BEG TIME: __________ END TIME: __________
REOPEN DATE: _____________________ TIME: __________

STREET NAME: ______________________________
FROM: ______________________________ TO: ______________________________
CLOSURE DATES: _____________________ BEG TIME: __________ END TIME: __________
REOPEN DATE: _____________________ TIME: __________

STREET NAME: ______________________________
FROM: ______________________________ TO: ______________________________
CLOSURE DATES: _____________________ BEG TIME: __________ END TIME: __________
REOPEN DATE: _____________________ TIME: __________

STREET NAME: ______________________________
FROM: ______________________________ TO: ______________________________
CLOSURE DATES: _____________________ BEG TIME: __________ END TIME: __________
REOPEN DATE: _____________________ TIME: __________
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: 2019 Ford Fireworks Event
Date: 06/24/2019 (Rain date 06/25/2019)

Event Organizer:
The Parade Company

Applicant Signature: Date
2019 Ford Firework Barge Site
2019 Ford Fireworks Detroit River

The Parade Company
9500 Mt Elliott
Detroit, Mi 48211
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

### Section 1 - General Event Information

**Event Name:** Ford Fireworks Rooftop Party & Hart Plaza Viewing Area  
**Event Location:** Center Garage (414 Renaissance Center Drive) and Hart Plaza

Is this going to be an annual event? [ ] Yes  [ ] No

### Section 2 - Organization/Applicant Information

**Organization Name:** The Parade Company  
**Organization Mailing Address:** 9500 Mt. Elliott, Studio A, Detroit 48211  
**Business Phone:** 313-923-7400  
**Business Website:** www.theparade.org

**Applicant Name:** CarolAnn Barbb  
**Business Phone:** 313-432-7831  
**Cell Phone:** 313-525-2065  
**Email:** cbarbb@theparade.org

**Event On-Site Contact Person:** CarolAnn Barbb  
**Business Phone:** 313-432-7831  
**Cell Phone:** 313-525-2065  
**Email:** cbarbb@theparade.org

**Event Elements (check all that apply):**

- [ ] Walkathon  
- [ ] Run/Marathon  
- [ ] Political Event  
- [ ] Parade  
- [ ] Convention/Conference  
- [ ] Carnival/Circus  
- [ ] Bike Race  
- [ ] Festival  
- [ ] Sports/Recreation  
- [ ] Fireworks  
- [ ] Concert/Performance  
- [ ] Religious Ceremony  
- [ ] Filming  
- [ ] Rally/Demonstration  
- [ ] Fundraiser Party  
- [ ] Other:

**Projected Number of Attendees:** 2,500 RTP & 20,000 HP

Please provide a brief description of your event:

RTP (Rooftop Party) is a ticketed fundraiser that coincides with the Ford Fireworks. HP (Hart Plaza) is a public viewing area for the Ford Fireworks.
What are the projected set-up, event and tear down dates and times (must be completed)?

<table>
<thead>
<tr>
<th>Set-up Date</th>
<th>Time</th>
<th>Complete Set-up Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/23/2019</td>
<td>6:00 AM</td>
<td>06/25/2019</td>
<td>1:00 PM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Start Date</th>
<th>Time</th>
<th>Event End Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/24/2019</td>
<td>5:00 PM</td>
<td>06/24/2019</td>
<td>11:00 PM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tear Down Date</th>
<th></th>
<th>Complete Tear Down Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/24/2019</td>
<td></td>
<td>06/25/2019</td>
</tr>
</tbody>
</table>

Event Times (If more than one day, give times for each day):
Hart Plaza will begin set up on 06/24/2019 at 8:00 AM and be complete at midnight. The plaza opens at 2:00 PM for the general public and closes when capacity is reached per DPD.

Section 3- LOCATION/SITE INFORMATION

Location of Event: Center Garage (RTP) and Hart Plaza

Facilities to be used:
- Check Street
- Sidewalk
- Park
- City

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

You will be prompted to upload these attachments upon submitting this form

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

RTP: house band, DJ, WDIV and WJR live broadcast. HP: TBD

Will a sound system be used?  
- Yes  
- No

If yes, what type of sound system?  
amplified sound from stage

Describe specific power needs for entertainment and/or music:

110 outlets

How many generators will be used? 7

How will the generators be fueled?  
Generators will be 30kw and 25kw diesel generators. They will not be fueled during the event. They will be roped off with yellow tape and cones at 3'.

7
Name of vendor providing generators:
Contact Person: Mark Randazzo / DTE Warren Service Center
Address: 7940 Livernois, Building G101WSC
Phone: 313-897-1073
City/State/Zip: Detroit 48210

Section 5- SALES INFORMATION

Will there be advanced ticket sales? ☐ Yes ☐ No
If yes, please describe: pre-sale for RTP

Will there be on-site ticket sales? ☐ Yes ☐ No
If yes, list prices:

Will there be vending or sales? ☐ Yes ☐ No
If yes, check all that apply:
☐ Food  ☐ Merchandise  ☐ Non-Alcoholic Beverages  ☐ Alcoholic Beverages

Indicate type of items to be sold:
RTP - no vending or sales
HP - Food and Non Alcoholic Beverage sales

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: NAIAS Security
Contact Person: Carl Berry
Address: 1900 W. Big Beaver Road
Phone: 810-691-4071
City/State/Zip: Troy, Michigan 48084

Number of Private Security Personnel Hired Per Shift:
RTP: 32 and HP: 20

Are the private security personnel (check all that apply):
☐ Licensed  ☐ Armed  ☐ Bonded

How will you advise attendees of parking options?
RTP: contracted with structures to sell pre-paid parking
HP: no parking

The City provides a press release with road closures and parking options.
Section 7: COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e., pedestrian traffic, sound carryover, safety)?
Road closures possible / determined by DPD

Have local neighborhood groups/businesses approved your event?
☐ Yes  ☐ No

Indicate what steps you have or will take to notify them of your event:

Section 8: EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

<table>
<thead>
<tr>
<th>How Many</th>
<th>Size/Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth</td>
<td></td>
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<tr>
<td>Tents (enclosed on 3 sides)</td>
<td>3</td>
</tr>
<tr>
<td>Canopy (open on all sides)</td>
<td>6</td>
</tr>
<tr>
<td>Staging/Scaffolding</td>
<td>8</td>
</tr>
<tr>
<td>Bleachers</td>
<td></td>
</tr>
</tbody>
</table>

Section 9: COMPLETE ALL THAT APPLY

Emergency medical services?
Contact Person: RTP: DM Care Express (Terrye Nichols) & HP: Hart Medical (Adam Gottlieb)

Address: DM: 1600 East Grand Blvd, Detroit 48211
City/State/Zip: Hart Medical: 220 Bagley, Suite 912, Detroit 48226

Name of company providing port-a-johns: Scotty’s Potties
Contact Person: Christine
Address: PO Box 530845 Phone: 734-421-1400
City/State/Zip: Livonia 48153

Name of private catering company: Andiamo (RTP)
Contact Person: Stewart Davidson
Address: 7096 E. 14 Mile Road Phone: 248-824-5426
City/State/Zip: Warren 48092
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Attach a map or sketch of the proposed area for closure.

STREET NAME: ________________________________
FROM: ________________________________ TO: ________________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________
REOPEN DATE: ________________________________ TIME: ________________________________

STREET NAME: ________________________________
FROM: ________________________________ TO: ________________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________
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STREET NAME: ________________________________
FROM: ________________________________ TO: ________________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________
REOPEN DATE: ________________________________ TIME: ________________________________

STREET NAME: ________________________________
FROM: ________________________________ TO: ________________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________
REOPEN DATE: ________________________________ TIME: ________________________________
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE renews June 1, 2019
2) EMERGENCY MEDICAL AGREEMENT RTP: DMC ☑ HP: n/a will send sep.
3) SANITATION AGREEMENT ☑
4) PORT-A-JOHN AGREEMENT ☑ Scotty's Potties
5) COMMUNITY COMMUNICATION
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant: __________________________ Date: __________________________

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney’s fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: Ford Fireworks Rooftop Party & Hart Plaza Viewing Area
Event Date: 04/11/2019
Event Organizer: The Parade Company
Applicant Signature: __________________________ Date: __________________________
THIS AGREEMENT (the "Agreement") is made as of the 11th day of February, 2019 (the "Effective Date"), by and between THE PARADE COMPANY, a Michigan nonprofit corporation, located at 9500 Mt. Elliott, Studio A, Detroit, MI 48211 ("TPC") and DM Care Express, located at 1600 E Grand Blvd, Detroit, MI 48211 (the "Vendor"), each individually referred to as a "Party", and collectively referred to as the "Parties" to this Agreement, in connection with the Vendor's participation in the Ford Fireworks Rooftop Party scheduled to occur on Monday, June 24, 2019 with a rain date of Tuesday, June 25 (the "Event") at the Center Garage just west of the Renaissance Center (the "Venue").

1. SERVICES. The Vendor will provide the services described in Exhibit A to this Agreement (the "Services"), which describes the scope of services to be performed by the Vendor in accordance with the terms of this Agreement.

2. FEES. As consideration for the Services, TPC shall pay to the Vendor the amount of $650 (the "Fee"), which shall be due and payable 50% April 26, 2019 and remaining balance on June 24, 2019.

3. ASSIGNMENT/SUBCONTRACT. The Vendor may not assign or subcontract this Agreement or any of its rights or obligations therein without the prior written consent of TPC. Any assignment or subcontract made without the prior written consent of TPC shall be void.

4. INSURANCE. The Vendor agrees to maintain and provide proof of insurance in accordance with the requirements set forth in Exhibit B of this Agreement. TPC & Michigan Thanksgiving Parade Foundation shall be listed as additional insured. Any sub-contractor contracted by Vendor with the prior written consent of TPC will be required to provide proof of insurance to TPC.
5. **REPRESENTATIONS AND WARRANTIES; INDEMNIFICATION.** The Vendor represents and warrants that it has the full right and authority to enter into this Agreement and to perform its obligations hereunder. Notwithstanding the Vendor's insurance obligations in Section 4, the Vendor agrees to indemnify, defend and hold harmless TPC and each of its affiliated entities including, without limitation, Michigan Thanksgiving Parade Foundation, and each of their officers, trustees, directors, employees, volunteers, agents and assigns from and against any and all loss, liability, claim, damage and other expense (including reasonable attorneys' fees) caused by or arising from (i) the breach of any warranty, representation or obligation the Vendor has made hereunder; (ii) any negligent or wrongful act or omission by the Vendor or its officers, directors, agents, subcontractors or employees in connection with this Agreement; and/or (iii) any materials or services provided by the Vendor hereunder. The indemnification obligations set forth herein shall survive termination of this Agreement.

6. **TERM:** The term of this Agreement shall commence on the Effective Date and shall continue in force until completion of the services described in the attached Exhibit A.

7. **GOVERNING LAW AND COURTS.** This Agreement shall be governed by the laws of the State of Michigan applicable to agreements wholly to be performed therein. The Vendor hereby submits to the jurisdiction of the federal and state courts located in the State of Michigan with respect to any legal suit or proceeding relating to this Agreement.

**IN WITNESS WHEREOF,** the Parties have caused this Agreement to be signed in counterparts by their duly authorized representatives.

THE PARADE COMPANY

By: [Signature]
Name: Jessica Kaminskas
Title: Chief Operating Officer
Date: 3/23/23

DMCare Express

By: [Signature]
Name: Greg Beauchemin
Title: President
Date: 3/23/23
EXHIBIT A

SCOPE OF SERVICES
(SEE SECTION 1)

DMCare Express to provide 3 uniformed medical professionals and all necessary medical equipment for the Rooftop Party on June 24, 2019 from 5 p.m. – 11 p.m. (rain date is June 25, 2019).

Medics will have designated area on 6th level of the Center Garage where one person will remain throughout the event.

The Parade Company will provide radios with designated Medical | Security Channel to reach medics in case of an emergency.

All injury cases must be documented with copies of the incident reports submitted to The Parade Company.
THIS AGREEMENT (the “Agreement”) is made as of the 1st day of April, 2019 (the “Effective Date”), by and between THE PARADE COMPANY, a Michigan nonprofit corporation, located at 9500 Mt. Elliott, Studio A, Detroit, MI 48211 (“TPC”) and Bob’s Sanitation Service, Inc / Scotty’s Potties, located at PO Box 530845, Livonia, Michigan 48153 (the "Vendor"), each individually referred to as a “Party”, and collectively referred to as the “Parties” to this Agreement, in connection with the Vendor’s participation in The Ford Fireworks scheduled to occur on Monday, June 24, 2019 with a rain date of Tuesday, June 25 (the “Event”) at the Center Garage and Hart Plaza (the “Venue”) and the Riverfront Run 5K & 10K scheduled to occur on Saturday, June 8, 2019 (the “Event”) at Rivard Plaza (the “Venue”).

1. SERVICES. The Vendor will provide the services described in Exhibit A to this Agreement (the “Services”), which describes the scope of services to be performed by the Vendor in accordance with the terms of this Agreement.

2. FEES. As consideration for the Services, TPC shall pay to the Vendor the amount of $8,540.00 (the “Fee”), which shall be due and payable in two installments. $1,040.00 due on June 8, 2019 and balance of $7,500.00 due on June 24, 2019.

3. ASSIGNMENT/SUBCONTRACT. The Vendor may not assign or subcontract this Agreement or any of its rights or obligations therein without the prior written consent of TPC. Any assignment or subcontract made without the prior written consent of TPC shall be void.

4. INSURANCE. The Vendor agrees to maintain and provide proof of insurance in accordance with the requirements set forth in Exhibit B of this Agreement. TPC & Michigan Thanksgiving Parade Foundation shall be listed as additional insured. Any sub-contractor contracted by Vendor with the prior written consent of TPC will be required to provide proof of insurance to TPC.

5. REPRESENTATIONS AND WARRANTIES; INDEMNIFICATION. The Vendor represents and warrants that it has the full right and authority to enter into this Agreement and to perform its obligations hereunder. Notwithstanding the Vendor’s insurance obligations in Section 4, the Vendor agrees to indemnify, defend and hold harmless TPC and each of its affiliated entities including, without limitation, Michigan Thanksgiving Parade Foundation, and each of their officers, trustees, directors, employees, volunteers, agents and assigns from and against any and all loss, liability, claim, damage and other expense (including reasonable attorneys’ fees) caused by or arising from (i) the breach of any warranty, representation or
obligation the Vendor has made hereunder; (ii) any negligent or wrongful act or omission by the 
Vendor or its officers, directors, agents, subcontractors or employees in connection with this 
Agreement; and/or (iii) any materials or services provided by the Vendor hereunder. The 
indemnification obligations set forth herein shall survive termination of this Agreement.

6. **TERM:** The term of this Agreement shall commence on the Effective Date and shall 
continue in force until completion of the services described in the attached Exhibit A.

7. **GOVERNING LAW AND COURTS.** This Agreement shall be governed by the laws of 
the State of Michigan applicable to agreements wholly to be performed therein. The Vendor 
hereby submits to the jurisdiction of the federal and state courts located in the State of Michigan 
with respect to any legal suit or proceeding relating to this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed in counterparts 
by their duly authorized representatives.

**THE PARADE COMPANY**

By: [Signature]
Name: CarolAnn Barbb
Title: Director of Events
Date: 4/1/19

**Bob's Sanitation Service, Inc.**

By: [Signature]
Name: [Name]
Title: [Title]
Date: 4/1/19

**Scotty's Potties**

By: [Signature]
Name: [Name]
Title: [Title]
Date: 4/1/19
Ford Fireworks Party
OVERALL STATUS (please circle): ✔ APPROVED □ DENIED □ N/A □ CANCELED
Petition #: 823 Event Name: CVA 6 - Chucks vs. Adidas 6
Event Date: June 30, 2019 Street Closure: None
Organization Name: Just Cody, LLC/ Vetrans Lives Matter
Street Address: 28624 San Marino Drive Southfield, MI 48034
Petition Communications (include date/time)
Annual networking event targeting Generation X located at Hart Plaza from 4:00pm - 10:00pm.

** ALL permits and license requirements must be fulfilled for an approval status **

<table>
<thead>
<tr>
<th>Date</th>
<th>Department</th>
<th>N/A</th>
<th>APPROVED</th>
<th>DENIED</th>
<th>Additional Comments</th>
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<tbody>
<tr>
<td></td>
<td>DPD</td>
<td></td>
<td>✔</td>
<td></td>
<td>DPD will Provide Special Attention; Contracted with Camouflage Security to Provide Private Security Services</td>
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<td>DFD/EMS</td>
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<td>Health Dept.</td>
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** Additional Comments **
DPD will Provide Special Attention; Contracted with Camouflage Security to Provide Private Security Services
Contracted with Hart Medical to Provide Private EMS Services
No Jurisdiction
Temporary Food License Required
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<td>Fencing Required</td>
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<td>Recreation</td>
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<td>Application Received &amp; Approved as Presented</td>
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<td>Bldg &amp; Safety</td>
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<td>No Permits Required</td>
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<td></td>
<td>Bus. License</td>
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<td></td>
<td>Vendors License &amp; Liquor License Required</td>
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<td>Mayor's Office</td>
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<td>All Necessary permits must be obtained prior to event.</td>
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<td>If permits are not obtained, departments can enforce</td>
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<td>closure of event.</td>
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<td>Contracted with Ford Underground Garage</td>
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<td>DDOT</td>
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<td>No Impact on Buses</td>
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</tbody>
</table>

**MAYOR'S OFFICE**

Signature: [Signature]

Date: **May 8, 2019**
To Ms. Donisha Burt:

I wanted to give you some information about us and what we can offer you. We have current experience in your market and understand your needs at Hart Plaza.

It is with great pleasure herewith we submit our proposal for the provision of security services. We hope that this may be the start of an exciting and productive relationship on what promises to be a worthwhile project.

Camouflage Security & Investigations is an acclaimed firm of security agents with a reputation for both effective security solutions and the use of innovative technology in the protection of life and property. We have a portfolio of completed and on-going projects with particular emphasis on governmental security administration. We think that your project is well suited to our strengths and aspirations.

Our Board of Directors respectfully requests that you study our proposal in detail. We are extremely interested in the project and we very much hope that you consider the Camouflage team as a strong candidate for selection.

Yours Sincerely,

Joel Grissom

Chief Operations Officer
Camouflage Security & Investigations
Cost Structure

Camouflage will furnish you with licensed, bonded and insured security officers. Our hourly rates for this project are:

- **$17.00 Unarmed Security Guard**
- **$22.50 Armed Security Guard**
- **$20.50 Emergency Additional Security Guard** (guards not included in the original quote)
- **$7.00 Car Patrol Services** (per hit, minimum 4 per night)

Account Manager(s) time is not billed in any way to you. Our account manager(s) will be on site approximately 8 hours per week at un-announced times to check up on the account supervisor and the assigned security guards. He is also liaison to your manager on all security initiatives and project maintenance. The supervisor patrol is free of charge.

The Guard Tour System is a courtesy of Camouflage. We do not bill the client for installation, monitoring or upkeep of this system.

1) Overtime is never billed to client. We have accounted for project overtime in our billable rate.
2) Holidays are billed at time and a half. We recognize federally recognized holidays only.
3) Uniforms, equipment or other expenses are never billed to the client.
4) Training and in-service seminars and coursework are not billed to client.

Company Contact Info:

Joel Grissom

Camouflage Security & Investigations, LLC

615 Griswold, Ste. 925 Detroit, Michigan 48226

Office: (313) 338-8005 Fax: (313) 338-8005
Cell: (313) 717-2381
Email: joel@camouflagesecurity.com
Web site: www.camouflagesecurity.com
DEPARTMENTAL REFERENCE COMMUNICATION

Wednesday, April 24, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body’s directive, kindly return the same with your report in duplicate within four (4) weeks.

MAYOR’S OFFICE   DPW - CITY ENGINEERING DIVISION
POLICE DEPARTMENT    FIRE DEPARTMENT
BUSINESS LICENSE CENTER   BUILDINGS SAFETY ENGINEERING
RECREATION DEPARTMENT

823 Just Cody LLC/Vetran Lives Matter, request to hold "CVA 6 (Chucks vs Adidas 6)" at Hart Plaza on 6/30/19 from 4PM - 10PM, Set up on 6/30/19 at 12PM - 4PM, Tear down after event,
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: CVA 6 (Chucks vs Adidas 6)
Event Location: Hart Plaza

Is this going to be an annual event? Yes ☐ No ☐

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Just Cody LLC / Veterans Lives Matter
Organization Mailing Address: 28624 San Marino Dr Southfield, MI 48034
Business Phone: 313-415-0004 Business Website: NA

Applicant Name: Cody Phillipotts
Business Phone: 313-415-0004 Cell Phone: 313-415-0004 Email: cody628@comcast.net

Event On-Site Contact Person:
Name: Cody Phillipotts
Business Phone: 313-415-0004 Cell Phone: 313-415-0004 Email: cody628@comcast.net

Event Elements (check all that apply)

[ ] Walkathon
[ ] Run/Marathon
[ ] Political Event
[ ] Parade
[ ] Convention/Conference

[ ] Carnival/Circus
[ ] Bike Race
[ ] Festival
[ ] Sports/Recreation
[ ] Fireworks

[ ] Concert/Performance
[ ] Religious Ceremony
[ ] Filming
[ ] Rally/Demonstration
[ ] Other: Fundraiser/Dance Party

Projected Number of Attendees: 3000+

Please provide a brief description of your event:
This annual networking event has a target audience of attendees ages 35-55 and Generation X who enjoy mingling, feasting and dancing to hit music from the 70s, 80s, 90s and 21st Century with no racial cultural or genre boundaries, that give back.
Wha.t are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: 06/30/2019 Time: 11:00 AM Complete Set-up Date: 06/30/2019 Time: 04:00 PM

Event Start Date: 06/30/2019 Time: 04:00 PM Event End Date: 06/30/2019 Time: 10:00 PM

Begin Tearing Down Date: 06/30/2019 Complete Tear Down Date: 07/01/2019

Event Times (If more than one day, give times for each day):
N/A

Section 3 - LOCATION/SITE INFORMATION

Location of Event: Hart Plaza

Facilities to be used (check)

Street ✔ Sidewalk ✔ Park ✔ City ✔

Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandise booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

You will be prompted to upload these attachments upon submitting this form

Section 4 - ENTERTAINMENT

Describe the entertainment for this year's event:

DJ and Host

Will a sound system be used? □ Yes □ No

If yes, what type of sound system?

Describe specific power needs for entertainment and/or music:

How many generators will be used?

How will the generators be fueled?
Name of vendor providing generators:

Contact Person:

Address:  Phone:

City/State/Zip:

Section 5- SALES INFORMATION

Will there be advanced ticket sales?  ☐ Yes  ☐ No
If yes, please describe:

Will there be on-site ticket sales?  ☐ Yes  ☐ No
If yes, list price(s):

Will there be vending or sales?  ☐ Yes  ☐ No
If yes, check all that apply:
☐ Food  ☐ Merchandise  ☐ Non-Alcoholic Beverages  ☐ Alcoholic Beverages

Indicate type of items to be sold:

Tickets to the event will be sold prior to the event as well as on-site sales. Food and beverages will also be sold.

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company:

Contact Person:

Address:  Phone:

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

Are the private security personnel (check all that apply):
☐ Licensed  ☐ Armed  ☐ Bonded

How will you advise attendees of parking options?
**Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION**

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

No

Have local neighborhood groups/businesses approved your event?  

☐ Yes  ☐ No

Indicate what steps you have or will take to notify them of your event:

NA

**Section 8- EVENT SET-UP**

Complete the appropriate categories that apply to the event Structure

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<td>Bleachers</td>
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<td></td>
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</table>

**Section 9- COMPLETE ALL THAT APPLY**

Emergency medical services?

Contact Person: __________________________

Address: __________________________

City/State/Zip: __________________________

Name of company providing port-a-johns.

Contact Person: __________________________

Address: __________________________

City/State/Zip: __________________________

Name of private catering company?

Contact Person: __________________________

Address: __________________________

City/State/Zip: __________________________

Phone: __________________________
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Attach a map or sketch of the proposed area for closure.

| STREET NAME: | ____________________________________________________________________ |
| FROM: | ____________________________________________________________________ |
| CLOSURE DATES: | ______________ BEG TIME: __________ END TIME: |
| REOPEN DATE: | ______________ TIME: |

| STREET NAME: | ____________________________________________________________________ |
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| CLOSURE DATES: | ______________ BEG TIME: __________ END TIME: |
| REOPEN DATE: | ______________ TIME: |
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor’s designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event, agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney’s fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: CVA 6 Event Date: 6/30/2019

Event Organizer: Cody Phillpotts

Applicant Signature: Cody Phillpotts Date: 04/12/2019
OVERALL STATUS (please circle): ☑ APPROVED □ DENIED □ N/A □ CANCELED

Petition #: 691    Event Name: Tour d'Eastside

Event Date: June 1, 2019
Street Closure: None
Organization Name: Tour de Troit
Street Address: 2727 Second Ave Detroit, MI 48201

Event Elements (check all that apply):

- ☑ Walkathon
- ☑ Carnival/Circus
- ☑ Concert/Performance
- ☑ Run/Marathon
- ☑ Bike Race
- ☑ Religious Ceremony
- ☑ Political Ceremony
- ☑ Festival
- ☑ Film
- ☑ Parade
- ☑ Sports/Recreation
- ☑ Rally/Demonstration
- ☑ Fireworks
- ☑ Convention/Conference
- ✓ Other: Bike Ride
- ✓ 24-Hour Liquor License

**Petition Communications (include date/time)**
Tour d'Eastside will start at Albert Brush Park and cycle around the Eastside of Detroit from 5:30am - 6:00pm.

---

**ALL permits and license requirements must be fulfilled for an approval status**

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<td>Application Received &amp; Approved as Presented</td>
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<td>All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.</td>
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**MAYOR'S OFFICE**

Signature: [Signature]

Date: May 6, 2019
**Poco, Inc.**  
4850 S. Sheldon Rd  
Canton, MI 48188-2743  
Phone: (734) 397-1677  
Fax: (734) 397-5903

"Equal Opportunity Employer"

*Please direct any inquiries to John Clarke*

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<tr>
<th>Name</th>
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<td>TOUR DETROIT</td>
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**TOUR DETROIT**  
**BIKE RIDE**

**TERMS & CONDITIONS OF QUOTE:**  
* Any extra equipment needed will be charged to the contractor.  
* Prices are based upon the completion date given above, if the time exceeds the given completion date, the contractor will be charged daily rental rates for any time after the given completion date.  
* A five (5) day notice is required to Poco, Inc. prior to the start of the project, in which the traffic control is needed. If a five (5) day notice is not given, Poco, Inc. does not guarantee delivery of the equipment for the start date.

* Any missing equipment will be charged to the contractor accordingly.  
* Overhead and covering of all signs is the Contractor's responsibility.  
* Daily alignment and repositioning of the equipment is the Contractor's responsibility.  
* All staking is to be completed by the Contractor.  
* No Winter Coverage.  
* Reviewing and adjustments of traffic control are to be completed by the Contractor.

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<tr>
<th>Line No</th>
<th>Items of Work</th>
<th>Unit</th>
<th>Qty</th>
<th>Unit Price</th>
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<td>POCO WILL BE SUPPLYING TRAFFIC CONTROL FOR THIS YEARS EVENT</td>
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Total $0.00
Vittoria Katanski of Tour De' Troit,

We have been contracted and reserved to provide portable restroom rooms for the following events and dates:

Rage-A-Thon April 13th 2019
Tour d'Eastride June 1st 2019
Tour de Troit September 14th 2019
Bike the Bridge October 27th 2019

Drew Weber
Scotty's Potties
(2) 10' x 10' TENTS

PARK COMFORT STATION

AB Ford Park

Harbor Island

Lakewood

28 West Adams Road
Suite 1200
Detroit, MI 48226
p (313) 962-4441
f (313) 962-7068
www.giffelswebster.com

Tour de Trail
2727 Second Avenue
Suite 148
Dearborn, MI 48126

DATE: 04-12-2019
TIFF: 0
Sheet: 1 of 1

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DEPARTMENTAL REFERENCE COMMUNICATION

Monday, February 18, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

RECREATION DEPARTMENT  MAYOR'S OFFICE
DPW - CITY ENGINEERING DIVISION  POLICE DEPARTMENT
FIRE DEPARTMENT  BUILDINGS SAFETY ENGINEERING
BUSINESS LICENSE CENTER

691  Tour de Troit, request to host "Tour d'Eastside" at Alfred Brush Park and the streets of Detroit on 6/1/19 @ 5:30AM - 6PM, Set-up on 5/30/19 @ 12PM-8PM, Tear down on same day of event from 3PM - 6PM
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the special events guidelines, please print them out for reference. You are required to complete the information below so that the City of Detroit can gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the City of Detroit Clerk’s Office at least 60 days prior to the first day of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets or maps as needed.

### Section 1- GENERAL EVENT INFORMATION

Event Name: Tour d'Eastside  
Event Location: Alfred Brush Park and the streets of Detroit

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Tour de Troit  
Organization Mailing Address: 2727 Second Ave. #148 Detroit, MI 48201  
Business Phone: (248) 766-6485  
Federal Tax ID # 46-0845424  
Applicant Name: Vittoria Katanski  
Title/Role: Director  
Email Address: vittoria@tour-de-troit.org  
Mailing Address: 2727 Second Ave. #148 Detroit, MI 48201  
Business Phone: (248) 766-6485  
List name/phone number of person(s) authorized to make decisions for the organization/event (indicate role/responsibility).  
List Event Sponsors:  

**Event Elements (check all that apply)**  
- [ ] Walkathon  
- [ ] Run/Marathon  
- [ ] Political Event  
- [ ] Parade  
- [ ] Convention/Conference  
- [ ] Carnival/Circus  
- [ ] Bike Race  
- [ ] Festival  
- [ ] Sports/Recreation  
- [ ] Concert/Performance  
- [ ] Religious Ceremony  
- [ ] Filming  
- [ ] Rally/Demonstration  
- [X] Other: Bike ride
Provide a brief description of your event:

Bike ride through the city's eastside with police escort.

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date & Time: 5/30/2019 12pm  Complete Set-up Date & Time: 5/30/2019 8pm
Event Start Date & Time: 6/1/2019 5:30am  Event End Date & Time: 6/1/2019 6pm
Begin Tear Down Date: 6/1/2019 3pm  Complete Tear Down Date: 6/1/2019 6pm

Event Times (If more than one day, give times for each day):

Is this the first time you have held this event in the City of Detroit?  □ Yes  □ No

If no, what years has the event been held in Detroit?  2012-2018
When was the event last held in Detroit?  June 2, 2019
Where was the event last held in Detroit?  Alfred Brush Park
What were the hours last year?  Same as above
Project Attendance This Year (Minimum - Maximum)?  1500-2000

What is the basis for your projected attendance?  Previous attendance

Please describe your anticipated/target audience:

Is this going to be an annual event?  □ Yes  □ No

If yes, do you have a preferred/proposed for next year?  May 30, 2020

If a parade is planned, indicate elements (check all that apply):

[ ] People  [ ] Balloons
[ ] Floats  [ ] Animals
[ ] Vehicles  [ ] Other: Bike ride
[ ] Bands

If animals included, specify type, number and how used.  None

Name of business supplying animal(s):

Contact Person:

Address:

City/State/Zip:

Phone:
### Section 3 - LOCATION/SITE INFORMATION

**Location of Event:** AB Ford Park and streets of Detroit

**Facilities to be used (circle):**
- Street X
- Sidewalk
- Park X
- City Facility

Please attach a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of press area
- Location of bleachers
- Sketch of proposed light pole banners

### Section 4 - ENTERTAINMENT

**What type of entertainment will be used?** (check all that apply)

- [ ] Magician
- [ ] Singers
- [ ] Musicians
- [ ] Story Telling
- [ ] Comedians
- [ ] Other: ____________

**Describe the entertainment for this year's event:** None

**List proposed entertainers and/or bands performing at the event:**

**Will a sound system be used?**

- [ ] Yes
- [ ] No

**If yes, what type of sound system?**

- [ ] Acoustic-audible, sound heard within natural range
- [ ] Amplified-augmented, sound increased to broaden range

*The amplified sound will be used:*

**Will the event consist of a musical concert?**

- [ ] Yes
- [ ] No

**If yes, what type of music?** (check all that apply)

- [ ] Live
- [ ] Recorded
- [ ] Karaoke/Lip-synch

**Describe specific power needs for entertainment and/or music:**

**How many generators will be used?**

- One

**How will the generators be fueled?**

**Name of vendor providing generators:**

**Contact Person:** JMDK
Section 5 - COMMUNICATION/ADVERTISING STRATEGY

Check all applicable boxes that describe the type of promotion you plan to use to attract participants:

[ ] Radio (Specify stations):
[ ] Television (Specify stations):
[ ] Newspapers (Specify papers):
[ ] Web site (Identify web address): tour-de-troit.org
[ ] Public Relations or Marketing Firm (Specify): Robar Public Relations

Contact Info:
[ ] Raffle (List item(s)):

[ ] Billboards
[ ] Flyers
[ ] Street Banners
[ ] Other (Specify):

NOTE: All raffles subject to laws of State/City.

Section 6 - SALES INFORMATION

Will there be advanced ticket sales? ☐ Yes ☐ No
If yes, please describe:

Will there be on-site ticket sales? ☐ Yes ☐ No
If yes, list price(s):

Will food be sold? ☐ Yes ☐ No
If yes, please pick up Special Events Vendor Packet in Suite 105:

Will merchandise be sold? ☐ Yes ☐ No
If yes, describe:

Will a percentage of the proceeds be distributed to a charitable organization? ☐ Yes ☐ No
If yes, describe: We are a nonprofit organization.

If the event is a fundraiser, identify charity or recipient of funds:

Will there be vending or sales? ☐ Yes ☐ No
If yes, check all that apply:

[ ] Food
[ ] Merchandise
[ ] Non-Alcoholic Beverages
[ ] Alcoholic Beverages
[ ] Other (Specify):

Indicate type of items to be sold:
Will these be exclusive vendors or outside vendors? (please describe): None

---

**Section 7- PUBLIC SAFETY & PARKING INFORMATION**

Name of Private Security Company: Existing park contract security will be used.

Contact Person: Off-duty sheriffs

Address: ___________________________ Phone: ___________________________

City/State/Zip: ___________________________

Number of Private Security Personnel Hired Per Shift: ___________________________

Are the private security personnel (check all that apply):

- [ ] Licensed
- [ ] Armed
- [ ] Bonded

Describe the emergency evacuation plan: Riders will follow Detroit Police Department instructions.

Describe the parking plan to accommodate anticipated attendance: Parking around venue.

How will you advise attendees of parking options? Our website and sign-up venues will have parking info available.

Are you seeking a group parking rate? No

---

**Section 8- COMMUNITY IMPACT INFORMATION**

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)? The ride will be barricaded and streets will be blocked off along the route. Barricades will be removed as DPD clears participants off the route.

Have local neighborhood groups/businesses approved your event?  
- [ ] Yes
- [ ] No

Indicate what steps you have or will take to notify them of your event: We will reach out to the CDCs in the area as well as residential groups. We will post appropriate listserves, notify businesses along the route, and post flyers.

Indicate contact names and phone numbers (for verification) or attach approved letter(s):

---

**Section 9- EVENT SET-UP**

Complete the appropriate categories that apply to the event.

**Structure**

How Many? Two 10'x10' tents

Size/Height 10'x10'

Booth ___________________________

Tent (enclosed on 3 sides) ___________________________
Canopy (open on all sides)
Staging/Scaffolding
Bleachers
Company:
Grill
[ ] Gas
[ ] Charcoal
[ ] Electrical
[ ] Prepare
Fireworks (Pyrotechnics)
[ ] Aerial
[ ] Stage
Provide Sketch:

Portable Restrooms:
[ ] Standard
[ ] ADA Accessible
Vehicles

Type/Weight:

Other:
NOTE: Specific requirements must be met and special approval must be received by the Detroit Fire Department.

Will additional electrical wiring need to be installed? Specify locations, voltage, amperage, and phase.

Will additional utility services be used (power, water, etc.)? Please describe.

Do you plan a fireworks display? List dates, time, location, vendor, and attach certificate of insurance.
Section 10- COMPLETE ALL THAT APPLY

Name of Sanitation Company collecting refuse and garbage?
Contact Person: Recycle Here
Address: 1331 Holden Street
Phone: (313) 871-4000
City/State/Zip: Detroit, MI 48202

Name of company providing emergency medical services?
Contact Person: Rapid Response
Address: 
City/State/Zip: 

Name of company providing porta-johns. Scotty’s Potties
Contact Person: Tiffany
Address: 
Phone: 
City/State/Zip: 

Name of private catering company? Slow’s 2 Go
Contact Person: 
Address: 4107 Cass Avenue Detroit, MI 48201
Phone: 
City/State/Zip: 

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval.

STREET NAME: ____________________________
FROM __________________________________
TO ____________________________________
Closure Dates: ____________________________
Beg. Time: ______________________________
End Time: _____________________________
Reopen Date: ___________________________
Time: ________________________________

Attach a map or sketch of the proposed area for closure.
### STREET NAME: ________________________________

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**Requested City Equipment**

- Provided In: __________________________ (year)

- Current Request: ______________________ (year)

**Street Closures:**

- [ ] Posting no parking signs
- [ ] Light pole
- [ ] Electrical Services
- [ ] Storage for Trailers/Trunks

**Barricades are not available from the City of Detroit.**

**ADDITIONAL INFORMATION**

Is there any additional information that you feel is important to mention regarding your event or additional requests?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulation established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant: ____________________________ Date: ____________________________

December 12, 2018

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.
MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): ☑ APPROVED □ DENIED □ N/A □ CANCELED

Petition #: 793 Event Name: We Care Day 2019

Event Date: June 1, 2019

Street Closure: None

Organization Name: We Care Day 2019

Street Address: 19451 Hasse Detroit, MI 48234

Event Elements (check all that apply):

☐ Walkathon ☐ Carnival/Circus ☐ Concert/Performance ☐ Run/Marathon
☐ Bike Race ☐ Religious Ceremony ☐ Political Ceremony ☐ Festival
☐ Filming ☑ Parade ☐ Sports/Recreation ☐ Rally/Demonstration
☐ Fireworks ☐ Convention/Conference ☑ Other: Parade & Rally
☐ 24-Hour Liquor License

Petition Communications (include date/time)

Youth Parade begins at the Belmont Shopping Center where they will march to Farwell Park to host a rally from 9:00am - 6:00pm.

** ALL permits and license requirements must be fulfilled for an approval status **

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<td>✓</td>
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<td></td>
<td>No Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>Mayor's Office</td>
<td></td>
<td>✓</td>
<td></td>
<td>All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.</td>
</tr>
<tr>
<td></td>
<td>Municipal Parking</td>
<td>✓</td>
<td></td>
<td></td>
<td>No Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>DDOT</td>
<td></td>
<td>✓</td>
<td></td>
<td>Low Impact on Buses</td>
</tr>
</tbody>
</table>

**MAYOR'S OFFICE**

Signature: [Signature]

Date: May 6, 2019
DEPARTMENTAL REFERENCE COMMUNICATION

Wednesday, April 10, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body’s directive, kindly return the same with your report in duplicate within four (4) weeks.

MAYOR’S OFFICE   DPW/TRAFFIC ENGINEERING
POLICE DEPARTMENT   BUILDINGS & SAFETY ENGINEERING
TRANSPORTATION DEPARTMENT   FIRE DEPARTMENT

793 We Care Day 2019, request permission to hold "We Care Day 2019"
commencing at Belmont Shopping Center to Farwell Park, June 1, 2019 from 9am. to 6:00 pm. with set up and tear down same day.
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

### Section 1- GENERAL EVENT INFORMATION

- **Event Name:** WE CARE DAY 2019
- **Event Location:** FARWELL RECREATION CENTER
- **Is this going to be an annual event?** ☑ Yes ☐ No

### Section 2- ORGANIZATION/APPLICANT INFORMATION

- **Organization Name:** FARWELL RECREATION ADVISORY COUNCIL
- **Organization Mailing Address:** 19451 HASSE DETROIT, MI. 48234
- **Business Phone:** 313-368-1803
- **Business Website:** NA

- **Applicant Name:** WE CARE DAY 2019
- **Business Phone:** 313-368-1803
- **Cell Phone:** 313-303-3068
- **Email:** BLACKIMHOTEP@YAHOO.COM

- **Event On-Site Contact Person:** OLIVER L. WILSON
- **Business Phone:** 313-368-1803
- **Cell Phone:** 313-303-3068
- **Email:** SAME

### Event Elements (check all that apply)

- [ ] Walkathon
- [ ] Run/Marathon
- [ ] Political Event
- [ ] Parade
- [ ] Convention/Conference
- [ ] Carnival/Circus
- [ ] Bike Race
- [ ] Festival
- [ ] Sports/Recreation
- [ ] Fireworks
- [ ] Concert/Performance
- [ ] Religious Ceremony
- [ ] Filming
- [ ] Rally/Demonstration

- **Projected Number of Attendees:** 100 - 200

Please provide a brief description of your event: WE MARCH FROM BELMONT SHOPPING CENTER TO FARWELL PARK, 1 AND 1/2 MILE JOURNEY AND ASSEMBLE AT FARWELL PARK FUN AND CELEBRATION TO HONOR THE YOUTH IN OUR COMMUNITY. THIS IS OUR SUMMER KICK-OFF EVENT TO GALVANIZE AND ENERGIZE OUR BASE AND PLAN FOR A MORE PRODUCTIVE YEAR.
What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date: 06/01/2019 Time: 09AM Complete Set-up Date: 06/01/2019 Time: 6:00 PM

Event Start Date: 06/01/2019 Time: 09AM Event End Date: 06/01/2019 Time: 6:00 PM

Begin Tearing Down Date: 06/01/2019 Complete Tear Down Date: 06/01/2019

Event Times (If more than one day, give times for each day):
NA

Section 3 - LOCATION/SITE INFORMATION

Location of Event: FARWELL RECREATION CENTER

Facilities to be used (Check)
- Street ✓
- Sidewalk
- Park ✓
- City ✓

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandise booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

You will be prompted to upload these attachments upon submitting this form.

Section 4 - ENTERTAINMENT

Describe the entertainment for this year's event:

Will a sound system be used?  
- Yes  
- No  

If yes, what type of sound system?  OUR DJ WILL PROVIDE LOW LEVEL MIXER WITH SPEAKERS

Describe specific power needs for entertainment and/or music:

FARWELL RECREATION CENTER WILL BE OPEN AND WILL PROVIDE ALL OF OUR A/C NEEDS.

How many generators will be used?  2 - 3

How will the generators be fueled?  
A/C
Name of vendor providing generators:

Contact Person: DESIREE MARABLE

Address: 11018 WHITTIER

Phone: 313-839-7244

City/State/Zip: DETROIT, MI. 48224

Section 5- SALES INFORMATION

Will there be advanced ticket sales? □ Yes  ● No
If yes, please describe:

Will there be on-site ticket sales? □ Yes  ● No
If yes, list price(s):

Will there be vending or sales? □ Yes  ● No
If yes, check all that apply:

[ ] Food  [ ] Merchandise  [ ] Non-Alcoholic Beverages  [ ] Alcoholic Beverages

Indicate type of items to be sold:

NONE

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company:

Contact Person: NA

Address: NA

Phone: NA

City/State/Zip:

NA

Number of Private Security Personnel Hired Per Shift:

NA

Are the private security personnel (check all that apply):

[ ] Licensed  [ ] Armed  [ ] Bonded

How will you advise attendees of parking options?

PARKING WILL BE DETERMINED ON A FIRST-COME BASIS
Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

THE DETROIT POLICE DEPARTMENT AND THE FIRE DEPARTMENT WILL BE ON SITE TO MONITOR TRAFFIC AND PEDESTRIAN SAFETY. THE PARADE CARAVAN ALWAYS HAS A POSITIVE IMPACT ON THE SURROUNDING COMMUNITY.

Have local neighborhood groups/businesses approved your event?  

- [ ] Yes  - [ ] No

Indicate what steps you have or will take to notify them of your event:

WE NOTIFY VARIOUS BUSINESSES, CHURCHES, COMMUNITY GROUPS ABOUT OUR EVENT VIA, MONTHLY MEETINGS, MAILINGS AND DISTRIBUTION OF FLYERS.

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

<table>
<thead>
<tr>
<th>How Many?</th>
<th>Size/Height</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booth</td>
<td>NA</td>
</tr>
<tr>
<td>Tents (enclosed on 3 sides)</td>
<td>2 - 3</td>
</tr>
<tr>
<td>Canopy (open on all sides)</td>
<td>4 - 6</td>
</tr>
<tr>
<td>Staging/Scaffolding</td>
<td>1</td>
</tr>
<tr>
<td>Bleachers</td>
<td>NA</td>
</tr>
</tbody>
</table>

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

Contact Person: CITY OF DETROIT

Address: ____________________________________________
City/State/Zip: ______________________________________

Name of company providing port-a-johns.

Contact Person: NA

Address: ____________________________________________ Phone: _________________________
City/State/Zip: ______________________________________

Name of private catering company? NA

Contact Person: ______________________________________

Address: ____________________________________________ Phone: _________________________
City/State/Zip: ______________________________________
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Attach a map or sketch of the proposed area for closure.

STREET NAME: NO CLOSURES

FROM: ____________________________ TO: ____________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________

REOPEN DATE: ________________ TIME: ________________

STREET NAME: NO CLOSURES

FROM: ____________________________ TO: ____________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________

REOPEN DATE: ________________ TIME: ________________

STREET NAME: NA

FROM: ____________________________ TO: ____________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________

REOPEN DATE: ________________ TIME: ________________

STREET NAME: NA

FROM: ____________________________ TO: ____________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________

REOPEN DATE: ________________ TIME: ________________

STREET NAME: NA

FROM: ____________________________ TO: ____________________________

CLOSURE DATES: ________________ BEG TIME: ________________ END TIME: ________________

REOPEN DATE: ________________ TIME: ________________
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION

THE DETROIT RECREATION DEPARTMENT AND THE CITY OF DETROIT ARE PROVIDING ALL SERVICES RELATED TO MEDICAL AND SANITATION AGREEMENTS. WE ARE THE ADVISORY COUNCIL AND THIS WILL BE OUR 33RD. ANNUAL "WE CARE DAY"
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Signature of Applicant: ___________________________ Date: 04/02/2019

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney’s fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

Event Name: W E CARE DAY
Date: 04/01/2019

Event Organizer:
FARWELL RECREATION ADVISORY COUNCIL

Applicant Signature: ___________________________
Date: 04/02/2019
Petition #: 852  Event Name: District 4 Community Fair
Event Date: May 23, 2019
Street Closure: None
Organization Name: Elliotts Amusements, LLC
Street Address: P.O. Box 236 Mason, MI 48853

Event Elements (check all that apply):
- Walkathon
- Carnival/Circus
- Concert/Performance
- Run/Marathon
- Bike Race
- Religious Ceremony
- Political Ceremony
- Festival
- Filming
- Parade
- Sports/Recreation
- Rally/Demonstration
- Fireworks
- Convention/Conference
- Other:
- 24-Hour Liquor License

Petition Communications (include date/time)
Community Carnival with rides and food at Manz Playfield from 11:00am - 10:00pm.

** ALL permits and license requirements must be fulfilled for an approval status **

<table>
<thead>
<tr>
<th>Date</th>
<th>Department</th>
<th>N/A</th>
<th>APPROVED</th>
<th>DENIED</th>
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<tr>
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<td>DPD</td>
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<td></td>
<td>DPD will Provide Special Attention: Contracted with Avalon Security to Provide Private Security Services</td>
</tr>
<tr>
<td></td>
<td>DFD/EMS</td>
<td></td>
<td>☑️</td>
<td></td>
<td>Contracted with First Response to Provide Private EMS Services</td>
</tr>
<tr>
<td></td>
<td>DPW</td>
<td>☑️</td>
<td></td>
<td></td>
<td>No Jurisdiction</td>
</tr>
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<td>Health Dept.</td>
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<td>Temporary Food License Required</td>
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** Entry Date: ** May 16, 2019
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<td></td>
<td>TED</td>
<td></td>
<td></td>
<td></td>
<td>Fencing Required</td>
</tr>
<tr>
<td></td>
<td>Recreation</td>
<td></td>
<td></td>
<td></td>
<td>Application Received &amp; Approved as Presented</td>
</tr>
<tr>
<td></td>
<td>Bldg &amp; Safety</td>
<td></td>
<td></td>
<td></td>
<td>Permits Required for Structures &amp; Electrical</td>
</tr>
<tr>
<td></td>
<td>Bus. License</td>
<td></td>
<td></td>
<td></td>
<td>Vendors License Required</td>
</tr>
<tr>
<td></td>
<td>Mayor's Office</td>
<td></td>
<td></td>
<td></td>
<td>All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.</td>
</tr>
<tr>
<td></td>
<td>Municipal Parking</td>
<td>✔</td>
<td></td>
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<td>No Jurisdiction</td>
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<tr>
<td></td>
<td>DDOT</td>
<td></td>
<td></td>
<td></td>
<td>No Impact on Buses</td>
</tr>
</tbody>
</table>

**MAYOR'S OFFICE**

Signature: Bethane Luster

Date: May 9, 2019
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication, and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1 - General Event Information

Event Name: District 4 Community Fair
Event Location: MANZ FIELD

Is this going to be an annual event? □ Yes □ No

Section 2 - Organization Applicant Information

Organization Name: Elliott Amusements, LLC
Organization Mailing Address: PO Box 236, Mason, MI 48853
Business Phone: 517-244-0929
Business Website: www.goinnocarnival.com

Applicant Name: Deb Elliott
Business Phone: 517-244-0929
Cell Phone: 517-403-8455
Email: Debellott01@gmail.com
Event On-Site Contact Person:
Name: Tracy Elliott
Business Phone: 517-819-7000
Cell Phone: 517-819-7000
Email: Debellott01@gmail.com

Event Elements (check all that apply)

[ ] Walkathon
[ ] Run/Marathon
[ ] Political Event
[ ] Parade
[ ] Convention/Conference
[ ] Carnival/Circus
[ ] Bike Race
[ ] Festival
[ ] Sports/Recreation
[ ] Fireworks
[ ] Concert/Performance
[ ] Religious Ceremony
[ ] Filming
[ ] Rally/Demonstration
[ ] Other: ____________________

Projected Number of Attendees: ____________________

Please provide a brief description of your event:

Community Carnival with Carnival rides, food and non-alcohol beverages
What are the projected set-up, event and tear down dates and times (must be completed)?

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Begin Set-up Date:</td>
<td>5/20/19</td>
<td>10:00am</td>
</tr>
<tr>
<td>Complete Set-up Date:</td>
<td>5/20/19</td>
<td>8:00am</td>
</tr>
<tr>
<td>Event Start Date:</td>
<td>5/23/19</td>
<td>11:00am</td>
</tr>
<tr>
<td>Event End Date:</td>
<td>5/28/19</td>
<td>11:00pm</td>
</tr>
<tr>
<td>Begin Tearing Down Date:</td>
<td>5/27/19</td>
<td></td>
</tr>
<tr>
<td>Complete Tear Down Date:</td>
<td>5/28/19</td>
<td></td>
</tr>
</tbody>
</table>

Event Times (If more than one day, give times for each day):

- Weekdays, 11am-10pm
- Saturday 12:00pm-10:00pm
- Sunday, 12:00pm-10:00pm

Section 3: LOCATION SITE INFORMATION

Location of Event: Chandler Park
Facilities to be used (circle):
- Street
- Sidewalk
- Park
- City

Facility

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
- Location of merchandising booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of portable restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4: ENTERTAINMENT

Describe the entertainment for this year's event: Carnival Rides

Will a sound system be used? [ ] Yes [ ] No

If yes, what type of sound system? Public Address System

Section 5: SALES INFORMATION

Will there be advanced ticket sales? [ ] Yes [ ] No

If yes, please describe:

Will there be on-site ticket sales? [ ] Yes [ ] No

If yes, list prices:

Will there be vending or sales? [ ] Yes [ ] No

If yes, check all that apply:

- [ ] Food
- [ ] Merchandise
- [x] Non-Alcoholic Beverages
- [ ] Alcoholic Beverages
Indicate type of items to be sold:

Will there be food trucks? ☐ Yes ☐ No
If yes, please list how many:

Will there be a charge for parking? ☐ Yes ☐ No
If yes, please describe the amount:

How will you advise attendees of parking options?

---

**Section 6: PUBLIC SAFETY & PARKING INFORMATION**

Name of Private Security Company: **AVALEW SECURITY**

Contact Person: **RISHA**

Address: __________________________ Phone: **313 - 220 - 5377**

City/State/Zip: __________________________

Number of Private Security Personnel Hired Per Shift: **6**

Are the private security personnel (check all that apply):

☐ Licensed  ☐ Armed  ☐ Bonded

---

**Section 7: COMMUNICATION & COMMUNITY IMPACT INFORMATION**

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)? **Minimal Impact**

Have local neighborhood groups/businesses approved your event? ☐ Yes ☐ No

Indicate what steps you have or will take to notify them of your event:

Agreement with property owner:

---

**Section 8: EVENT SETUP**

Complete the appropriate categories that apply to the event Structure

Describe specific power needs for entertainment and/or music. If generators will be used, describe how many and how they will be fueled:

1 Generator and Diesel Fuel
Name of vendor providing generators: Contact Person: Elliot Amusements

Address: PO Box 236
City/State/Zip: Mason, MI 48854
Phone: 5178197000

How Many? 1

Section 9. COMPLETE ALL THAT APPLY

Booth
Tents (enclosed on 3 sides)
Canopy (open on all sides)
Stage/Scaffolding
Bleachers

Emergency medical services?
Contact Person: John 248-542-5770
Address: 21840 Wyoming
City/State/Zip: Oak Park, MI 48237

Name of company providing port-a-johns: Elliot Amusements
Contact Person: Deb Elliott
Address: PO Box 236
City/State/Zip: Mason, MI 48854
Phone: 517-819-7000

Name of private catering company?
Contact Person:
Address: 
Phone:
City/State/Zip:
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Will there be street closures? □ Yes □ No

If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

STREET NAME: __________________________

FROM: __________________________ TO: __________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________

STREET NAME: __________________________

FROM: __________________________ TO: __________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________

STREET NAME: __________________________

FROM: __________________________ TO: __________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________

STREET NAME: __________________________

FROM: __________________________ TO: __________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________

STREET NAME: __________________________

FROM: __________________________ TO: __________________________

CLOSURE DATES: ___________ BEG TIME: ___________ END TIME: ___________

REOPEN DATE: ___________ TIME: ___________
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor’s designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Deb Elliott

Signature of Applicant Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney’s fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: Chandler Park Community Fair
Date: 5/20/19

Event Organizer:

Applicant Signature: Deb Elliott
Date: 4/23/19
DEPARTMENTAL REFERENCE COMMUNICATION

Friday, May 10, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

---

Elliott Amusements, LLC, request to hold "Chandler Park Community Fair" on May 23 - May 28, 2019 at Manz Field located at 4299 Connor St. from 11:00 a.m. to 10:00 p.m.
MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): ☑ APPROVED □ DENIED □ N/A □ CANCELED

Petition #: 852 Event Name: Chandler Park Community Fair

Event Date: May 23, 2019

Street Closure: None

Organization Name: Elliotts Amusements, LLC

Street Address: P.O. Box 236 Mason, MI 48853

Receipt date of the COMPLETED Special Events Application:

Date of City Clerk's Departmental Reference Communication:

Due date for City Departments reports:

Due date for the Coordinators Report to City Clerk:

Event Elements (check all that apply):

- Walkathon
- Carnival/Circus
- Concert/Performance
- Run/Marathon
- Bike Race
- Religious Ceremony
- Political Ceremony
- Festival
- Filming
- Parade
- Sports/Recreation
- Rally/Demonstration
- Fireworks
- Convention/Conference
- Other: __ __ __ __ __
- 24-Hour Liquor License

Petition Communications (include date/time)

Community Carnival with rides and food at Manz Playfield from 11:00am - 10:00pm.

**ALL permits and license requirements must be fulfilled for an approval status**

<table>
<thead>
<tr>
<th>Date</th>
<th>Department</th>
<th>N/A</th>
<th>APPROVED</th>
<th>DENIED</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DPD</td>
<td>☐</td>
<td>☑</td>
<td>☐</td>
<td>DPD will Provide Special Attention; Contracted with Avalon Security to Provide Private Security Services</td>
</tr>
<tr>
<td></td>
<td>DFD/EMS</td>
<td>☐</td>
<td>☑</td>
<td>☐</td>
<td>Contracted with First Response to Provide Private EMS Services</td>
</tr>
<tr>
<td></td>
<td>DPW</td>
<td>☑</td>
<td>☐</td>
<td>☐</td>
<td>No Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>Health Dept.</td>
<td>☐</td>
<td>☑</td>
<td>☐</td>
<td>Temporary Food License Required</td>
</tr>
<tr>
<td>Date</td>
<td>Department</td>
<td>N/A</td>
<td>APPROVED</td>
<td>DENIED</td>
<td>Additional Comments</td>
</tr>
<tr>
<td>------</td>
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<td>TED</td>
<td></td>
<td>☑️</td>
<td></td>
<td>Fencing Required</td>
</tr>
<tr>
<td></td>
<td>Recreation</td>
<td></td>
<td>☑️</td>
<td></td>
<td>Application Received &amp; Approved as Presented</td>
</tr>
<tr>
<td></td>
<td>Bldg &amp; Safety</td>
<td></td>
<td>☑️</td>
<td></td>
<td>Permits Required for Structures &amp; Electrical</td>
</tr>
<tr>
<td></td>
<td>Bus. License</td>
<td></td>
<td>☑️</td>
<td></td>
<td>Vendors License Required</td>
</tr>
<tr>
<td></td>
<td>Mayor's Office</td>
<td></td>
<td>☑️</td>
<td></td>
<td>All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.</td>
</tr>
<tr>
<td></td>
<td>Municipal Parking</td>
<td>☑️</td>
<td></td>
<td></td>
<td>No Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>DDOT</td>
<td></td>
<td>☑️</td>
<td></td>
<td>No Impact on Buses</td>
</tr>
</tbody>
</table>

**MAYOR'S OFFICE**

Signature: [Signature]

Date: May 9, 2019
City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least 60 days prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1 - GENERAL EVENT INFORMATION

Event Name: Chandler Park Community Fair

Event Location: MANZ FIELD

Manz Field
8 variation St
Detroit, Mi 48215

Is this going to be an annual event? □ Yes □ No

Section 2 - ORGANIZATION APPLICANT INFORMATION

Organization Name: Elliott Amusements, LLC

Organization Mailing Address: PO Box 236, Mason, MI 48853

Business Phone: 517-244-0929

Business Website: www.gettothecarnival.com

Applicant Name: Deb Elliott

Business Phone: 517-244-0929

Cell Phone: 517-403-8455

Email: debelliott01@gmail.com

Event On-Site Contact Person:

Name: Tracy Elliott

Business Phone: 517-819-7000

Cell Phone: 517-819-7000

Email: debelliott01@gmail.com

Event Elements (check all that apply)

Walkathon
Run/Marathon
Political Event
Parade
Convention/Conference
Carnival/Circus
Bike Race
Festival
Sports/Recreation
Fireworks
Concert/Performance
Religious Ceremony
Filming
Rally/Demonstration
Other: ____________________________

Projected Number of Attendees: ______________

Please provide a brief description of your event:

Community Carnival with Carnival rides, food and non-alcohol beverages
What are the projected set-up, event and tear down dates and times (must be completed)?

<table>
<thead>
<tr>
<th>Event Date</th>
<th>Time</th>
<th>Event Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Begin Set-up Date: 5/20/19</td>
<td>10:00am</td>
<td>Complete Set-up Date: 5/23/19</td>
<td>9:00am</td>
</tr>
<tr>
<td>Event Start Date: 5/23/19</td>
<td>11:00am</td>
<td>Event End Date: 5/28/19</td>
<td>10:00pm</td>
</tr>
<tr>
<td>Begin Tearing Down Date: 5/27/19</td>
<td></td>
<td>Complete Tear Down Date: 5/29/19</td>
<td></td>
</tr>
</tbody>
</table>

Event Times (If more than one day, give times for each day):
- Weekdays, 11am-10pm
- Saturday, 12:00pm-10:00pm
- Sunday, 12:00pm-10:00pm

Section 3 - LOCATION SITE INFORMATION

Location of Event: Chandler Park
Facilities to be used (circle):
Street    Sidewalk    Park
Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:
- Public entrance and exit
- Location of merchandise booths
- Location of food booths
- Location of garbage receptacles
- Location of beverage booths
- Location of sound stages
- Location of hand washing sinks
- Location of private restrooms
- Location of First Aid
- Location of fire lane
- Proposed route for walk/run
- Location of tents and canopies
- Sketch of street closure
- Location of bleachers
- Location of press area
- Sketch of proposed light pole banners

Section 4 - ENTERTAINMENT

Describe the entertainment for this year’s event: Carnival Rides

Will a sound system be used?  Yes  No

If yes, what type of sound system? Public Address System

Section 5 - SALES INFORMATION

Will there be advanced ticket sales?  Yes  No

If yes, please describe:

Will there be on-site ticket sales?  Yes  No

If yes, list prices:

Will there be vending or sales?  Yes  No

If yes, check all that apply:
- Food
- Merchandise
- Non-Alcoholic Beverages
- Alcoholic Beverages
Indicate type of items to be sold:

Will there be food trucks? □ Yes □ No
If yes, please list how many:

Will there be a charge for parking? □ Yes □ No
If yes, please describe the amount:

How will you advise attendees of parking options?

Section 6: PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: Avilon Security
Contact Person: Rachel Tisha
Address: 
Phone: 313-220-5379
City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

Are the private security personnel (check all that apply):
• Licensed [ ] Armed [ ] Bonded

Section 7: COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)? Minimal Impact

Have local neighborhood groups/businesses approved your event? □ Yes □ No

Indicate what steps you have or will take to notify them of your event:

Agreement with property owner:

Section 8: EVENT SETUP

Complete the appropriate categories that apply to the event Structure

Describe specific power needs, for entertainment and/or music. If generators will be used, describe how many and how they will be fueled:
1 Generator and Diesel Fuel
Name of vendor providing generators: Contact Person: Elliott Amusements

Address: PO Box 236
Phone: 517-819-7000

City/State/Zip: Mason, MI 48854

How Many? 1  Size/Height

Booth
Tents (enclosed on 3 sides)
Canopy (open on all sides)
Staging/Scaffolding
Bleachers

Section 9: COMPLETE ALL THAT APPLY

Emergency medical services?
Contact Person: John 248-542-5770
Address: 21840 Wyoming
City/State/Zip: Oak Park, MI 48237

Name of company providing port-a-johns. Elliott Amusements
Contact Person: Deb Elliotts
Address: PO Box 236
Phone: 517-819-7000
City/State/Zip: Mason, MI 48854

Name of private catering company?
Contact Person:
Address:
Phone:
City/State/Zip:
SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Will there be street closures?  ☐ Yes  ☐ No

If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

STREET NAME: ____________________________
FROM: ____________________________ TO: ____________________________
CLOSURE DATES: ____________________________ BEG TIME: ____________ END TIME: ____________
REOPEN DATE: ____________________________ TIME: ____________

STREET NAME: ____________________________
FROM: ____________________________ TO: ____________________________
CLOSURE DATES: ____________________________ BEG TIME: ____________ END TIME: ____________
REOPEN DATE: ____________________________ TIME: ____________

STREET NAME: ____________________________
FROM: ____________________________ TO: ____________________________
CLOSURE DATES: ____________________________ BEG TIME: ____________ END TIME: ____________
REOPEN DATE: ____________________________ TIME: ____________

STREET NAME: ____________________________
FROM: ____________________________ TO: ____________________________
CLOSURE DATES: ____________________________ BEG TIME: ____________ END TIME: ____________
REOPEN DATE: ____________________________ TIME: ____________

STREET NAME: ____________________________
FROM: ____________________________ TO: ____________________________
CLOSURE DATES: ____________________________ BEG TIME: ____________ END TIME: ____________
REOPEN DATE: ____________________________ TIME: ____________
PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

1) CERTIFICATE OF INSURANCE
2) EMERGENCY MEDICAL AGREEMENT
3) SANITATION AGREEMENT
4) PORT-A-JOHN AGREEMENT
5) COMMUNITY COMMUNICATION
AUTHORIZATION & AFFADAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Deb Elliott

Signature of Applicant Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

Event Name: Chandler Park Community Fair
Event Date: 5/20/19-5/26/19

Event Organizer:

Applicant Signature: Deb Elliott
Date: 4/23/19
OFFICE OF CONTRACTING AND PROCUREMENT

May 2, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034103  100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties(s): 3483 Seyburn. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd. Suite 301, Detroit, MI 48226 – Contract Period: Upon City Council Approval through May 6, 2020 – Total Contract Amount: $28,025.00.  HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _____ BENSON _____

RESOLVED, that Contract No. 3034103 referred to in the foregoing communication dated May 2, 2019, be hereby and is approved.

ENTERED MAY 20 2019 - Move to New Business - RIV]
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034234  100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties(s): 9712 Ostego. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd. Suite 301, Detroit, MI 48226 – Contract Period: Upon City Council Approval through May 6, 2020 – Total Contract Amount: $28,300.00.  

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _______ BENSON

RESOLVED, that Contract No. 3034234 referred to in the foregoing communication dated May 2, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034246  100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties(s): 8220 Heyden. – Contractor: Leadhead Construction – Location: 1660 Midland, Detroit, MI 48238 – Contract Period: Upon City Council Approval through May 6, 2020 – Total Contract Amount: $18,170.00.

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER __________ BENSON

RESOLVED, that Contract No. 3034246 referred to in the foregoing communication dated May 2, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034248 100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties(s): 7229 Warwick. – Contractor: Leadhead Construction – Location: 1660 Midland, Detroit, MI 48238 – Contract Period: Upon City Council Approval through May 6, 2020 – Total Contract Amount: $19,250.00. HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER BENVSON

RESOLVED, that Contract No. 3034248 referred to in the foregoing communication dated May 2, 2019, be hereby and is approved.

ENTERED MAY 20 2019 – Move to New Business plurality
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6002082 100% City Funding – To Provide Virtual Interactive (Simulators) Training for DDOT and Police. – Contractor: FAAC Incorporated dba IES Interactive Training – Location: 1229 Oak Valley Drive, Ann Arbor, MI 48108 – Contract Period: Upon City Council Approval through April 30, 2024 – Total Contract $1,028,910.76. TRANSPORTATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER BENSON

RESOLVED, that Contract No. 6002082 referred to in the foregoing communication dated May 3, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3033755 100% City Funding – To Provide Office Furniture for DPD. – Contractor: Aarow Office Supply Co. – Location: 17005 Grand River, Detroit, MI 48227 – Contract Period: One Time Purchase. – Total Contract Amount: $37,647.75 POLICE

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER ________________ BENSON

RESOLVED, that Contract No. 3033755 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034106 100% City Funding – To Provide Emergency Residential Demolition at 3432 Eastern. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Ste. 301, Detroit, MI 48226 – Contract Date: Upon City Council Approval through May 6, 2020 – Total Contract Amount: $33,800.00

HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _______ BENSON ____________________________

RESOLVED, that Contract No. 3034106 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
TO: HONORABLE CITY COUNCIL

Re: Contracts and Purchase Orders Scheduled to be considered at the Formal Session for May 14, 2019

Please be advised that the Contract listed was submitted on May 8, 2019 for the City Council Agenda for May 14, 2019 has been amended as follows:

1. The Contract Number, and Contract Total Amount was Submitted Incorrectly by the Buyer of this Contract. Please see the correction(s) below:

Submitted as: Page 3

HOUSING AND REVITALIZATION

3034385 100% City Funding – To Provide Group 90 Commercial Demolition of 8635 Gratiot. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Ste. 301, Detroit, MI 48226 – Contract Date: Upon City Council Approval through April 29, 2020 – Total Contract Amount: $28,966.00.

Should read as: Page 3

HOUSING AND REVITALIZATION

3034605 100% City Funding – To Provide Group 90 Commercial Demolition of 8635 Gratiot. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Ste. 301, Detroit, MI 48226 – Contract Date: Upon City Council Approval through April 29, 2020 – Total Contract Amount: $32,950.00.

Respectfully Submitted,

[Signature]

Boysie Jackson
Chief Procurement Officer
BJ/CD

ENTERED MAY 20 2019 - Move to New Business
RESOLVED, that Contract #3034385 referred to in the foregoing communication dated May 14, 2019 be hereby and is approved.
May 8, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034385 100% City Funding – To Provide Group 90 Commercial Demolition of 8635 Gratiot. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Ste. 301, Detroit, MI 48226 – Contract Date: Upon City Council Approval through April 29, 2020 – Total Contract Amount: $28,966.00

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER BENSON

RESOLVED, that Contract No. 3034385 referred to in the foregoing communication dated May 8, 2019, is hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034386 100% City Funding – To Provide Group 93 Commercial Demolition of 10300 E. Warren, and 10956 Shoemaker. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Ste. 301, Detroit, MI 48226 – Contract Date: Upon City Council Approval through April 29, 2020 – Total Contract Amount: $131,600.00 HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

RESOLVED, that Contract No. 3034386 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
May 13, 2019

TO: HONORABLE CITY COUNCIL

Re: Contracts and Purchase Orders Scheduled to be considered at the Formal Session for May 14, 2019

Please be advised that the Contract listed was submitted on May 8, 2019 for the City Council Agenda for May 14, 2019 has been amended as follows:

1. The Demolition Location was Submitted Incorrectly by the Buyer of this Contract. Please see the correction(s) below:

Submitted as: Page 4

HOUSING AND REVITALIZATION


Should read as: Page 4

HOUSING AND REVITALIZATION

3034387 100% City Funding – To Provide Group 91 Commercial Demolition of 12533 Harper, and 12635 Harper. – Contractor: Adamo Demolition Co. – Location: 320 E. Seven Mile, Detroit, MI 48203 – Contract Date: Upon City Council Approval through April 29, 2020 – Total Contract Amount: $268,170.20.

Respectfully Submitted,

Boysie Jackson
Chief Procurement Officer
BJ/CD

ENTERED MAY 20 2019
RESOLVED, that Contract #3034387 referred to in the foregoing communication dated May 14, 2019 be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034387  100% City Funding – To Provide Group 91 Commercial Demolition of 12533 Harper, and 2635 Harper. – Contractor: Adamo Demolition Co. – Location: 320 E. Seven Mile, Detroit, MI 48203 – Contract Date: Upon City Council Approval through April 29, 2020 – Total Contract Amount: $268,170.20 HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER        BENSON

RESOLVED, that Contract No. 3034387 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034436 100% City Funding – To Provide Emergency Residential Demolition at 8206 Lyford, and 8216 Kenney. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Ste. 301, Detroit, MI 48226 – Contract Date: Upon City Council Approval through May 13, 2020 – Total Contract Amount: $40,500.00 HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER BENS0N

RESOLVED, that Contract No. 3034436 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034437 100% City Funding – To Provide Emergency Residential Demolition at 3044 Cortland. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Ste. 301, Detroit, MI 48226 – Contract Date: Upon City Council Approval through May 13, 2020 – Total Contract Amount: $31,150.00

HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER BENSON

RESOLVED, that Contract No. 3034437 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034438 100% City Funding – To Provide Emergency Residential Demolition at 6951 Parkwood. – Contractor: Gayanga Co. – Location: 1420 Washington Blvd., Ste. 301, Detroit, MI 48226 – Contract Date: Upon City Council Approval through May 13, 2020 – Total Contract Amount: $27,650.00

HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER ________ BENSON

RESOLVED, that Contract No. 3034438 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034474 100% City Funding – To Provide Imminent Danger Demolition of 20 E. Longwood. – Contractor: Adamo Demolition Co. – Location: 320 E. Seven Mile, Detroit, MI 48203 – Contract Date: Upon City Council Approval through May 2, 2020 – Total Contract Amount: $18,300.00

HOUSING AND REVITALIZATION

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER ___________ BENSON

RESOLVED, that Contract No. 3034474 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3033475  100% City Funding – To Provide Turnout Gear Bags for the Use of Holding Fire Equipment. – Contractor: Apollo Fire Equipment – Location: 12584 Lakeshore Drive, Romeo, MI 48065 – Contract Period: Upon City Council Approval through August 30, 2019 – Total Contract Amount: $56,237.50.

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _______ BENSON _______

RESOLVED, that Contract No. 3033475 referred to in the foregoing communication dated May 3, 2019, be hereby and is approved.
May 3, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3034396 100% City Funding – To Provide Chain of Custody and Movement of Property Software used by Property Officers throughout the Police Department and by the Property Control Unit. – Contractor: Tracker Products, LLC - Location: 1102 Brighton Street, Newport, KY 41071 – Contract Period: Upon City Council Approval through May 31, 2021 – Total Contract Amount: $41,800.00. POLICE

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER _______ BENSON

RESOLVED, that Contract No. 3034396 referred to in the foregoing communication dated May 3, 2019, be hereby and is approved.

[Date and Signature]
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):


Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER ______ BENSON ______

RESOLVED, that Contract No. 3034081 referred to in the foregoing communication dated May 3, 2019, be hereby and is approved.

[Signature]
OFFICE OF CONTRACTING
AND PROCUREMENT

May 10, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6000772 100% City Funding - AMEND 1- To Provide Software to Manage Permits for Departments that Issue Them (BSEED, DFD, and EMS). – Contractor: Accela – Location: 2633 Camino Ramon, Ste. 506, San Ramon, CA 94583 – Contract Period: Upon City Council Approval through June 30, 2020 – Contract Increase: $1,958,875.00 – Total Contract Amount: $3,740,420.92. BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER __________ BENSON

RESOLVED, that Contract No. 6000772 referred to in the foregoing communication dated May 14, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001702  100% City Funding – AMEND 1– To Provide Property Clean Out and Junk Removal Services for GSD. – Contractor: D and D Innovation, INC.  
- Location: 18701 W. Grand Blvd., Ste. 371, Detroit, MI 48235 – Contract Period: Upon City Council Approval through November 12, 2019 – Contract Increase: $200,000.00 – Total Contract Amount: $700,000.00.

GENERAL SERVICES

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER __ . MCCALISTER

RESOLVED, that Contract No. 6001702 referred to in the foregoing communication dated May 14, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6002093 100% City Funding – To Provide an Agreement for the Design/Build Project to Convert the 2nd Floor of the NWAC from Office Space to After School Activity Space. Repairs Include; Window Replacement for the Entire Facility, Parking Lot Improvement and Elevator Repair. – Contractor: Gandol, Inc. – Location: 27455 Goddard Road, Romulus, MI 48174 – Contract Period: Upon City Council Approval through May 20, 2020 – Total Contract Amount: $3,750,000.00. GENERAL SERVICES

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER MCCALISTER

RESOLVED, that Contract No. 6002093 referred to in the foregoing communication dated May 14, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6002000 100% City Funding – To Parts and Repair Service to Tymco & Vacall Street Sweepers. – Contractor: Fredrickson Supply, LLC – Location: 3901 3 Mile Rd., NW Grand Rapids, MI 49534 – Contract Period: Upon City Council Approval through May 20, 2021 – Total Contract Amount: $40,000.00. GENERAL SERVICES

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER SHEFFIELD

RESOLVED, that Contract No. 6002000 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.

ENTERED MAY 16 2019 - MTNB AS (P.O)
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001584 100% City Funding – AMEND 1- To Provide Property Clean Out and Junk Removal Services for GSD. – Contractor: Detroit Grounds Crew – Location: 1420 Washington Blvd., Detroit, MI 48226 – Contract Period: Upon City Council Approval through August 20, 2020 – Contract Increase: $200,000.00 – Total Contract Amount: $1,400,000.00.

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER SHEFFIELD

RESOLVED, that Contract No. 6001584 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.
HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001720 100% City Funding – AMEND 1 – To Provide Property Clean Out and Junk Removal Services for the DLB Properties. – Contractor: GTJ Consulting, LLC. – Location: 22955 Industrial Dr. W, St. Clair Shores, MI – Contract Period: Upon City Council Approval through November 20, 2019 – Contract Increase: $300,000.00 – Total Contract Amount: $442,711.00. GENERAL SERVICES (This Amendment is to Add Funding Only. Original Contract Amount $142,711.00)

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer
Office of Contracting and Procurement

BY COUNCIL MEMBER SHEFFIELD

RESOLVED, that Contract No. 6001720 referred to in the foregoing communication dated May 8, 2019, be hereby and is approved.

ENTERED MAY 16 2019 -MTNB AS, P.O.)
LAW DEPARTMENT

Jones, an Proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Motor Vehicles, Article I, Generally, Division 2, Violations and Penalties, by amending and restating on certain violations for vehicles registered to Detroit residents when paid within five days following the issuance of the ticket. INTRODUCE

Jones, reso. setting a Public Hearing, for the foregoing ordinance amendment.
May 8, 2019

Detroit City Council
1340 Coleman A. Young Municipal Center
Detroit, Michigan

Re: Proposed Amendment of Chapter 55 of the 1984 Detroit City Code, Traffic and Motor Vehicles, Article I, Generally, Division 2, Violation and Penalties.

Honorable City Council:

At the request of Council President Brenda Jones and Council President Pro Tem Mary Sheffield, the Law Department has prepared and approved as to form the attached proposed amendment for your consideration. The proposed amendment to the ordinance will provide for a fine reduction on certain violations for vehicles registered in the Detroit when paid within five days of the issuance of the ticket.

Respectfully submitted,

Tonja R. Long
Supervising Assistant Corporation Counsel
City of Detroit Law Department
BY COUNCIL MEMBER

AN ORDINANCE to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Motor Vehicles, Article I, Generally, Division 2, Violations and Penalties, by amending Section 55-1-32, Schedule of fines for parking violations, in order to provide for a fine reduction on certain violations for vehicles registered to Detroit residents when paid within five days following the issuance of the ticket.

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF DETROIT

THAT:

Section 1. Chapter 55 of the 1984 Detroit City Code, Traffic and Motor Vehicles, Article I, Generally, Division 3, Violations and Penalties, be amended by amending Section 55-1-32, to read as follows:

CHAPTER 55. TRAFFIC AND MOTOR VEHICLES

ARTICLE I. GENERALLY

DIVISION 2. VIOLATIONS AND PENALTIES

Sec. 55-1-32. Schedule of fines for parking violations.

(a) In accordance with Section 9-509 of the 2012 Detroit City Charter, the schedule of fines, and of penalties for the late payment of fines, for parking violations are as follows:
<table>
<thead>
<tr>
<th>Violations</th>
<th>Violation Code</th>
<th>Fine</th>
<th>Fine When Paid Within 5 Days to Vehicles Registered to Detroit residents</th>
<th>Fine When Paid After 30 Days, inclusive of late penalties, For Vehicles Registered in Michigan</th>
<th>Fine When Paid After 30 Days, inclusive of late penalties, for Vehicles Registered in Another State or Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parked in prohibited area/no parking</td>
<td>801</td>
<td>$45.00</td>
<td>$22.50</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Improper Parking</td>
<td>802</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Blocking alley</td>
<td>804.1</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Blocking driveway</td>
<td>804.2</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Blocking crosswalk</td>
<td>804.3</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Double parking</td>
<td>805.1</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Double standing</td>
<td>805.2</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Fire hydrant</td>
<td>805.3</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>No standing (anytime)</td>
<td>811.1</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Snow emergency violation</td>
<td>811.2</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Coach stop</td>
<td>811.3</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>No standing (a.m.)</td>
<td>812</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>No standing (p.m.)</td>
<td>813</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Overtime parking</td>
<td>814</td>
<td>$45.00</td>
<td>$45.00</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>Parking meter violation</td>
<td>821</td>
<td>$45.00</td>
<td>$22.50</td>
<td>$65.00</td>
<td>$95.00</td>
</tr>
</tbody>
</table>
This schedule shall be posted at the Municipal Parking Department Parking Violations Bureau and, if located in a different location than the Parking Violations Bureau, at the main office of the Municipal Parking Department.

(b) The amendment of Subsection (a) of this section, to increase in parking fines and penalties for the late payment of fines was enacted by the City of Detroit through Emergency Manager Order No. 24 issued April 3, 2014, pursuant to the Local Financial Stability and Choice Act, being MCL 141.1541 et seq. Order No. 24, which included the increases in parking fines and penalties for the late payment of fines, was published in the Detroit Legal News on April 8, 2014, together with notice of a public hearing on the amendment to be held April 14, 2014 at the Erma Henderson Auditorium, 13th floor, Coleman Young Municipal Center, at 3:00 P.M. The public meeting was so held. Commencing on or about April 14, 2014, City of Detroit parking tickets reflected, and the Municipal Parking Department collected, the newly enacted fines and penalties.

Further, in accordance with the Local Financial Stability and Choice Act, being MCL 141.1541 et seq.
seq., all actions previously taken by the City, including the Emergency Manager and the Municipal Parking Department and its staff, agents or representatives, relating to the establishment and collection of parking said fines and penalties for the late payment of fines in accordance with Subsection (a) of this section, are affirmed.

Section 2. All ordinances, or parts of ordinances, that are in conflict with this ordinance are repealed.

Section 3. This ordinance is declared necessary to preserve the public peace, health, safety, and welfare of the People of the City of Detroit.

Section 4. In the event that this ordinance is passed by a two-thirds (2/3) majority of City Council members serving, it shall be given immediate effect and become effective upon publication in accordance with Section 4-118 of the 2012 Detroit City Charter. In the event that this ordinance is passed by less than a two-thirds (2/3) majority of the City Council members serving, it shall become effective on the thirtieth (30) day after enactment, or on the first business day thereafter, in accordance with Section 4-118 of the 2012 City Charter.

Approved as to form:

[Signature]

Lawrence T. García
Corporation Counsel
RESOLUTION SETTING HEARING

By Council President Jones:

Resolved, That a public hearing will be held by this body in the Committee Room, 13th Floor of the Coleman A. Young Municipal Center for the purpose of considering the advisability of adopting the foregoing proposed Ordinance to amend Chapter 55 of the 1984 Detroit City Code, Traffic and Motor Vehicles, Article I, Generally, Division 2, Violations and Penalties, by amending and restating on certain violations for vehicles registered to Detroit residents when paid within five days following the issuance of the ticket.
April 11, 2019

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

RE: Request to Accept and Appropriate the FY 2019 Local Health Opioid Response grant

The Michigan Department of Health and Human Services (MDHHS) has awarded the City of Detroit Health Department with the FY 2019 Local Health Opioid Response grant for a total of $40,000.00. There is no required match. The total project cost is $40,000.00. The grant period is April 1, 2019 through August 31, 2019.

The objective of the grant is to supplement and leverage existing local opioid education & community outreach efforts. The funding allotted to the department will be utilized to expand detailing and community wide awareness/overdose and educational training. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 20646.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs
Director, Office of Development and Grants

CC:
Katerli Bounds, Deputy Director, Grants
Sajilah Parker, Assistant Director, Grants

This request has been approved by the Law Department
This request has been approved by the Office of Budget
RESOLUTION

WHEREAS, the Detroit Health Department is requesting authorization to accept a grant of reimbursement from the Michigan Department of Health and Human Services (MDHHS) in the amount of $40,000.00, to supplement and leverage existing local opioid education & community outreach efforts; and

WHEREAS, this request has been approved by the Law Department; and

WHEREAS, this request has been approved by the Office of Budget; now

THEREFORE, BE IT RESOLVED that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish Appropriation number 20646 in the amount of $40,000.00, for the FY 2019 Local Health Opioid Response grant.
March 27, 2019

Joneigh Khaldun, MD, MPH
Health Officer
City of Detroit Health Department
3245 E Jefferson Avenue
Detroit, MI 48207

Dear Ms. Khaldun,

This correspondence will serve as the official Notice of Award for the special project titled “Local Health Opioid Response.” The grantee is funded in the amount of $40,000. The project begins April 1, 2019 and will end August 31, 2019.

Project reporting will be due at the end of August and at the end of the project should an extension be given. Please submit reports to Janine Whitmire at MDHHS-LocalHealthServices@michigan.gov. A template for the reporting will be sent prior to the deadline. Technical assistance is provided by Janine Whitmire at 517-284-4027 or whitmirej@michigan.gov.

If you have any questions or concerns, please do not hesitate to make contact.

Sincerely,

Orlando Todd, MBA
Director
Office of Local Health Services
Population Health & Community Services Administration
toddo@michigan.gov
(517) 284-4021

c: Tim Lawther
Local Health Services
**MDHHS Demonstration Project Local Health Opioid Initiative**

**Work Plan 2 - Education and Community Outreach**

**Summary:** The Detroit Health Department (DH D) has a three-pronged approach to addressing the opioid crisis in Detroit—clinician education, public education, and community empowerment (training). For this opioid initiative demonstration project, DH D requests $40,000 in funding support from MDHHS to supplement and leverage existing efforts to address education & community outreach as well as drug take back & academic detailing activities, in collaboration with our partners. The table below summarizes how our work to date aligns with work plan 2, describes what our proposed activities are, and lists partners who DH D will continue to collaborate with to accomplish work plan 2 deliverables.

<table>
<thead>
<tr>
<th>MDHHS Work Plan 2: Education &amp; Community Outreach</th>
<th>Detroit Health Department Work to Date</th>
<th>Proposed Work Plan 2 Activities</th>
<th>DH D Partners</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Education:</strong> The local health department will collaborate with community partners to promote public education about prescription opioid misuse and the need to destigmatize and raise awareness about treatment and recovery.</td>
<td>• Overdose First Response Training, Photo Voice Project, Public Service Announcements, Testimonies, Webisodes, Focus Groups, Youth Opioid Summit</td>
<td>• Overdose First Response Training, Community-wide event addressing stigma and awareness, Overdose First Response Training (i.e. Narcan administration, recovery position, warm handoff), showcase of opioid media projects; youth performances, recovery support service information fair.</td>
<td>• The Youth Connection, Love Detroit Prevention Coalition, OLIVE, Cass Tech High School, Center for Urban Studies, SHMA House Inc, Detroit Recovery Project, Active Coalition that Influences Outcomes in the Neighborhood.</td>
</tr>
<tr>
<td><strong>Take Back Initiative:</strong> In collaboration with community partners the local health department will lead efforts to ensure proper disposal of prescription drugs by implementing take back activities such as collaborating with local pharmacies and health care facilities to identify permanent locations where the public can safely dispose of unused prescription medications.</td>
<td>• Supported 2 Drug Take Back Events, “Don’t Be the Dealer,” “Combating the Opioid Epidemic” CE Event for Detroit pharmacists and pharmacy technicians on opioid prescribing, alternatives to opioid for chronic pain management, MDHHS Standing Order, naloxone administration.</td>
<td>• Promote 3 Drug Take Back Events in Detroit by August 11, 2019. Academic Detailing sessions in partnership with Wayne County Pharmacists Association, targeting clinicians operating in Detroit zip codes with the highest opioid overdoses (according to EMS runs).</td>
<td>• Love Detroit Prevention Coalition, The Youth Connection, DWMHA, Detroit Police Department, Drug Enforcement Administration, Center for Youth &amp; Family Development, Prevention Collaborative, All Well-Being Services, Wayne County Pharmacy Assoc.</td>
</tr>
</tbody>
</table>

**Grant Period:**

April 1, 2019 – August 31, 2019

<table>
<thead>
<tr>
<th>MDHHS Funding Proposal Request</th>
<th>Amount Awarded as of March 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>$40,000</td>
<td>$40,000</td>
</tr>
</tbody>
</table>
# Program Budget Summary

## Michigan Department of Community Health

### Program: MDHHS LHS

**Local Agency:** Southeastern Michigan Health Association  
3011 W. Grand Blvd. Suite 200  
Detroit, MI 48202

**Date Prepared:** 4/1/2019

## Expenditure Category

<table>
<thead>
<tr>
<th>EXPENDITURE CATEGORY</th>
<th>TOTAL BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Salaries and Wages</td>
<td>0</td>
</tr>
<tr>
<td>2. Fringe Benefits</td>
<td>0</td>
</tr>
<tr>
<td>3. Travel</td>
<td>490</td>
</tr>
<tr>
<td>4. Supplies and Materials</td>
<td>0</td>
</tr>
<tr>
<td>5. Contractual (Subcontracts)</td>
<td>4,500</td>
</tr>
<tr>
<td>6. Equipment</td>
<td>0</td>
</tr>
<tr>
<td>7. Other Expenses</td>
<td>33,105</td>
</tr>
</tbody>
</table>

## Total Direct Expenditures (Sum of Lines 1-7)

38,095

## Indirect Costs: Rate #1 SEMHA 5.00%

1,905

## Indirect Costs: Rate #2 DHD 23.00%

0

## Other Cost Distributions

0

## Total Expenditures (Sum of Lines 8-10)

40,000

## Source of Funds: CPBC (State)

- Fees and Collections
- State Agreement
- Local
- Federal
- Other(s):

## Total Funding (Sum of Lines 12-16)

0

**Authority:** P.A. 368 of 1978  
The Department of Community Health is an equal opportunity employer, service and program provider.
<table>
<thead>
<tr>
<th><strong>MDHHS LHS</strong></th>
<th><strong>BUDGET PERIOD</strong></th>
<th><strong>Date Prepared</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>From:</strong> 04/01/19</td>
<td><strong>To:</strong> 08/31/19</td>
<td><strong>4/1/2019</strong></td>
</tr>
<tr>
<td><strong>ORIGINAL AMENDED AMENDMENT NUMBER</strong></td>
<td><strong>BUDGET X 1</strong></td>
<td><strong>BUDGET SALARY</strong></td>
</tr>
</tbody>
</table>

**1. SALARIES & WAGES:**

<table>
<thead>
<tr>
<th>POSITION DESCRIPTION - EMPLOYEE</th>
<th>POSITIONS REQUIRED (FTEs)</th>
<th>ANNUAL SALARY</th>
<th>MONTHS ON BUDGET</th>
<th>BUDGET SALARY</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0.00</td>
<td></td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL FTEs** 0.00

**2. FRINGE BENEFITS:**

<table>
<thead>
<tr>
<th>FICA</th>
<th>HOSPITAL</th>
<th>VISION</th>
<th>WORKERS</th>
<th>TERMINAL LIFE</th>
<th>HEARING</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Composite Rate: 42.00%**

**2. TOTAL FRINGE BENEFITS:** 0

**3. TRAVEL:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>490</td>
</tr>
</tbody>
</table>

**3. TOTAL TRAVEL:** 490

**4. SUPPLIES & MATERIALS:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**4. TOTAL SUPPLIES & MATERIALS:** 0

**5. CONTRACTUAL:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Events to Remember</td>
<td></td>
<td>3,000</td>
</tr>
<tr>
<td>Videographer</td>
<td></td>
<td>1,500</td>
</tr>
</tbody>
</table>

**5. TOTAL CONTRACTUAL:** 4,500

**6. EQUIPMENT:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**6. TOTAL EQUIPMENT:** 0

**7. OTHER EXPENSES:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Event</td>
<td>25,700</td>
</tr>
<tr>
<td>Narcan Trainers</td>
<td>500</td>
</tr>
<tr>
<td>Academic Detailing</td>
<td>$250/pharmacist x 20</td>
</tr>
<tr>
<td>DHD Indirect Cost</td>
<td>1,905</td>
</tr>
</tbody>
</table>

**7. TOTAL OTHER EXPENSES:** 33,105

**8. TOTAL DIRECT EXPENDITURES:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL Direct Expenditures</td>
<td>38,095</td>
</tr>
</tbody>
</table>

**9. INDIRECT COST CALCULATIONS:**

<table>
<thead>
<tr>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>SEMHA BASE $ 38,095 x rate 5.0% = 1,905</td>
</tr>
<tr>
<td>#2</td>
<td>DHD BASE $ x rate 5.0% = 0</td>
</tr>
</tbody>
</table>

**9. TOTAL INDIRECT EXPENDITURES:** 1,905

**10. TOTAL ALL EXPENDITURES:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL All Expenditures</td>
<td>40,000</td>
</tr>
</tbody>
</table>

**AUTHORITY:** P.A. 368 of 1978
**COMPLETION:** Is voluntary, but is required as a condition of funding.
**DCH-0399(E) (Rev. 5-04) (EXCEL) Previous Edition Obsolete**

The Department of Community Health is an equal opportunity employer, services and programs provider.

*Use Additional Sheets as Needed*
March 27, 2019

The Honorable Detroit City Council  
ATTN: City Clerk Office  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

RE: Request to accept a donation from KaBOOM for the FY 2019 Community Playground Grant for Palmer Park

KaBOOM has awarded a donation to the City of Detroit General Services Department with the FY 2019 Community Playground Grant for Palmer Park, valued at $100,000.00. There is a match requirement for this donation, in the amount of $8,500.00. If approval is granted to accept this donation, the appropriation number for the match is 11830.

The objective of this donation to the department is to acquire playground play-scape equipment for Palmer Park. KaBOOM will also install the equipment.

I respectfully ask your approval to accept this donation in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs  
Director, Office of Development and Grants

CC:  
Katerli Bounds, Deputy Director, Grants  
Sajjiah Parker, Assistant Director, Grants  

This request has been approved by the Law Department

This request has been approved by the Office of Budget
RESOLUTION

Council Member _______________________________________

WHEREAS, the General Services Department has been awarded a donation from KaBOOM, valued at $100,000.00, and

WHEREAS, this request has been approved by the Law Department; and

WHEREAS, this request has been approved by the Office of Budget; and

WHEREAS, the General Services Department has $8,500.00 available in its FY 2019 Departmental allocation in appropriation 11830 for the City match requirement for the FY 2018 KaBOOM Community Playground Grant for Palmer Park, now

THEREFORE, BE IT RESOLVED, that the General Services Department is hereby authorized to accept a donation from KaBOOM to acquire playground play-scape equipment for Palmer Park.
This correspondence is to inform you that the General Services Department has been awarded a grant from KaBOOM! for playground improvements for Palmer Park, located at 910 Merrill Plaisance, Detroit, MI 48203. KaBOOM! brings together volunteers, community members and donors who come together to plan and build a brand-new playground. These community-built playgrounds generate a tangible, achievable win for our community, transforming our space into a great place to play for kids and families.

The grant will build a playground valued up to $100,000. KaBOOM! is currently bringing together the sponsors for this project. There will be a design day that brings together different stakeholders and community members to decide the design of the playground. This will cover the cost of equipment. The City is required to provide a match contribution of $8,500 for the playground. We ask that you assist in processing Council Approval. On behalf of the General Services Department: thank you for your continued support and partnership.

Sincerely,

Jan Anderson
Director,
General Services Department

Attachments:
- KaBOOM! Grant Agreement
This Community Partner Playground Agreement (this "Agreement"), which sets forth the City of Detroit's obligations in connection with the Project and certain matters on which the parties have agreed, will, when executed by the duly authorized representatives of each party, supersede any prior agreements and represent the complete legally binding agreement between the parties regarding the Project.

1. Obligations of the City of Detroit. The City of Detroit shall work with KaBOOM! and the Funding Partner(s) as well as community residents to design, plan, and build the Project. By executing this Agreement, the City of Detroit is unconditionally agreeing to each of the following obligations, in each case meeting the requirements provided by KaBOOM!:

(a) Fundraising. In support of the Project, the City of Detroit must contribute a minimum of $8500 to KaBOOM!, which will apply the funds directly to the purchase of playground equipment. Any amounts exceeding $8500 are to be jointly agreed. KaBOOM! will invoice the City of Detroit for such amount promptly following the execution of this Agreement, which amount must be paid in full at least thirty (30) days prior to the Project's Build Day (as defined below).

(b) Project Site.

(i) Ownership. At the time of execution of this Agreement, the City of Detroit shall provide KaBOOM! with proof of land ownership evidenced by either a deed granting title to the property to the City of Detroit or a letter from the property owner showing approval for the Project. The City of Detroit is the owner of the playground in its entirety, for the lifetime of the playground, including the equipment and/or safety surfacing purchased by KaBOOM! and the Funding Partner(s). Although the playground equipment will be purchased by KaBOOM!, the title of ownership will transfer from the respective manufacturer/seller directly to the City of Detroit at the time the equipment is purchased by KaBOOM!, and at no time will KaBOOM! obtain or in any way have title to said playground equipment prior to, during, or after its installation. The delivery of the playground equipment from the playground manufacturer shall be "FOB Shipment" and ownership therefore shall transfer to the City of Detroit. City of Detroit will, in its sole discretion, review all necessary information regarding the playground equipment to determine its fitness for the intended purpose, including but not limited to the installation by the City of Detroit's volunteers in the agreed upon location.

(ii) Permits. Prior to Build Day, the City of Detroit shall obtain or cause to be obtained all necessary permits and licenses regarding the installation, possession and use of the playground in compliance with applicable laws and regulations. As the party responsible for obtaining all necessary permits for the installation and use of the playground equipment, the City of Detroit shall be solely responsible for any and all activities of its agents and volunteers pursuant to those permits. The guidance of KaBOOM! in the design and installation process, if any, is not to be construed as including KaBOOM! as a responsible party under any respective permits or as having control or direction over the volunteers.

(iii) Preparation. The City of Detroit shall ensure that the Project site is safe for volunteers and children, which responsibility includes: (1) designating a child-serving non-profit organization responsible for recruiting fifty (50) adult volunteers to participate in preparation activities three to four days prior to Build Day; (2) preparing the site for the installation of the Project at least two weeks before Build Day, which includes removing existing playground equipment, sods and safety surfacing, grading the land, removing fencing and performing soil tests; (3) conducting up to two (2) utility checks as reasonably requested by KaBOOM! with the appropriate utility companies, with the first test being completed on or before Design Day (as defined...
of the volunteers, including adults and children from the beginning of the preparation activities until the conclusion of Build Day, including any postponement.

(v) **Maintenance.** Maintenance of the playground facility and supervision of its use is the sole responsibility of the City of Detroit. The City of Detroit shall collaborate with KaBOOM! during the Project planning process to develop a maintenance program for the playground and, with the support of the property owner (if owner is a separate party), shall maintain the playground and the property before and after the Build Day to ensure a safe and attractive playspace. In furtherance of the foregoing, in the event any playground equipment included in the Project no longer is permitted for any reason to be located at its original site of construction or such site is no longer controlled by the City of Detroit for any reason, then the City of Detroit promptly shall notify KaBOOM! following its becoming aware of such situation and shall, at the City of Detroit’s sole cost and expense, take such steps as may be necessary to promptly and safely relocate the playground equipment (including any permanent signage and other fixtures) to an alternate site that serves children or to ensure that the successor controlling person of such site shall continue to make such playground available to children in the same manner contemplated as of the Build Day and maintain (or permit the City of Detroit to maintain) such playground in accordance with the maintenance program. In addition, the City of Detroit shall accept and maintain engineered wood fiber as playground safety surfacing, meeting standards established by Consumer Product Safety Commission guidelines, for the lifetime of the playground. Guidance and materials for the purpose of developing a maintenance plan for the playground are available, upon request, from the playground equipment and safety surfacing manufacturers.

(c) **Design Day.** The City of Detroit agrees to designate a child-serving non-profit organization(s) to host a KaBOOM!-facilitated “Design Day” with at least twenty (20) adult volunteers and twenty (20) children. Such adult volunteers shall remain engaged in the planning activities throughout the Project’s planning process.

(d) **Build Day.** The City of Detroit shall designate a child-serving non-profit organization(s) to recruit at minimum two hundred and twenty-five (225) adult volunteers from the community to participate in a one-day installation event for the Project, which is scheduled to occur on build date to be determined and which is referred to herein as the Build Day. The City of Detroit shall ensure that all volunteers sign a waiver. On the Build Day, the City of Detroit shall provide water, dumpsters, music and restroom facilities for all volunteers. The designated child-serving non-profit organization shall provide food and tools for all volunteers.

(e) **Promotion; Intellectual Property.** The City of Detroit shall seek prior approval from KaBOOM! and/or the Funding Partner(s) for any materials that reference the Project or contain the name, trademarks, service marks, logos and other intellectual property (collectively, and together with all goodwill attached or which shall become attached to any of the them, the “Marks”) of KaBOOM! and/or the Funding Partner(s), including press releases, fliers and promotional materials. The City of Detroit acknowledges and agrees that each of KaBOOM! and the Funding Partner(s) is the sole owner of all right, title and interest in and to its respective Marks. The parties acknowledge that KaBOOM! and the Funding Partner(s) may take all steps to protect their Marks as they deem appropriate. Any use of the Marks will inure to the sole benefit of KaBOOM! or the Funding Partner(s) (as applicable). The City of Detroit shall not use the Marks in any manner that would harm the reputation of KaBOOM! or the Funding Partner(s) or disparage or negatively reflect upon the Marks. Upon expiration of or termination of this Agreement for any reason, the City of Detroit shall cease all use of the Marks. The City of Detroit shall collaborate with KaBOOM! and the Funding Partner(s) to secure media coverage for the Project.

(f) **Storage.** The City of Detroit shall allow the names and logos of KaBOOM! and the Funding Partner(s) to be displayed on permanent playground signage, which shall be substantially in the form provided to the City of
material are subject to the respective manufacturer's terms thereof, and the City of Detroit agrees to look solely to such manufacturers for any such warranty and/or guarantee. Neither KaBOOM! nor the Funding Partner(s) nor any of their respective affiliates, directors, officers, managers, partners, members, shareholders, employees, agents or representatives, have made nor are in any manner responsible or liable for any representation, warranty or guarantee, express or implied, in fact or in law, relative to any equipment or material, including its quality, mechanical condition or fitness for a particular purpose.

(i) Insurance. The City of Detroit certifies that it maintains a self-insurance retention of one million dollars ($1,000,000) per claim. The self-insurance shall be primary over any other insurance covering KaBOOM! and the Funding Partner(s). The City of Detroit (or such other appropriate entity to which KaBOOM! consents in writing) shall obtain and maintain from no less than seven (7) days prior to the Build Day and through the first anniversary of the Build Day commercial general liability insurance (providing coverage against liability for bodily injury, death and property damage that may arise out of or be based upon the use of the playground) with a limit of not less than one million dollars ($1,000,000) per occurrence. The City of Detroit shall also obtain and maintain workers' compensation insurance policies with statutory limits for the state in which the work is performed for their volunteer employees. Within seven (7) days from execution of this Agreement, the City of Detroit shall provide to KaBOOM! a copy of a certificate from its insurer indicating the nature, scope, duration and amount of insurance coverage, and naming KaBOOM! and the Funding Partner(s) as additional insureds under such policy, which insurance shall be primary over any other insurance covering KaBOOM! and the Funding Partner(s) and which policy shall provide that KaBOOM! and the Funding Partner(s) be given at least thirty (30) days prior written notice of any change or cancellation of coverage. In the event the City of Detroit is self-insured and does not have an insurance agent or underwriter available to issue a certificate as required herein, this Agreement and its terms and conditions shall suffice as evidence of the necessary insurance coverage(s).

(j) Indemnification. The City of Detroit shall indemnify and hold harmless KaBOOM!, the Funding Partner(s) and their respective affiliates, directors, officers, managers, partners, members, shareholders, employees, agents and representatives from any and all losses, liabilities, claims, actions, fees and expenses (including attorneys' and accountants' fees and any other reasonable out-of-pocket expenses incurred in investigating, preparing, defending or settling any action), including any of the foregoing arising under, out of or in connection with any breach of this Agreement, any actions associated with this Project or resulting from the use of any playground property and equipment, including those for personal injury, death, or property damage, except to the extent resulting from the gross negligence or willful misconduct of such indemnified person. This provision shall survive any termination or expiration of this Agreement.

(k) Data and Reporting Requirements. The City of Detroit shall (i) promptly following the confirmation of the Project, distribute one or more play-related surveys provided by KaBOOM! to its stakeholders, including parents/caregivers, volunteers, staff and board members, (ii) cause members of its planning committee to complete a post-build survey provided by KaBOOM! within 2 weeks from the Build Day and a 6-month survey provided by KaBOOM! within 7 months from the Build Day.

(l) Nature of Relationship. It is expressly understood that KaBOOM! is the invitee of the City of Detroit for all purposes in the design and build process, and that the City of Detroit shall be exclusively responsible for the control and direction of the volunteers and any others involved in any activities pursuant to or related to this Agreement.
(ii) Manage construction logistics for the Project, coordinate playground site preparation activities with the City of Detroit, inventory equipment and materials, and assure that the necessary tools and materials and other general supplies are available on the Build Day.

(iii) Lead the Build Day activities, including the coordination of Build Day captains and volunteers.

(iv) Make available certain educational and promotional materials related to the Project.

(b) Inspection. KaBOOM!, in collaboration with the City of Detroit, will secure a Certified Playground Safety Inspector to review the playground structure at the conclusion of the Build Day to ensure that the structure is safe and built to all appropriate standards and guidelines, unless the Build Day is not completed on the Build Day due to failure of the City of Detroit, in which case the City of Detroit shall secure the Certified Playground Safety Inspector. City of Detroit reserve the right to obtain its own safety inspector to monitor the playground construction. The City of Detroit understands and acknowledges that it will accept ownership of the playground construction regardless of its review to certify the construction.

(c) Promotion. KaBOOM! will provide proposed promotional materials relating to the Project for the City of Detroit’s review and approval, which approval shall not be unreasonably withheld or delayed.

(d) Website Listing. KaBOOM! will place the playground on its list of KaBOOM! builds on the KaBOOM! website and KaBOOM! will send information to the City of Detroit on playground maintenance programming and enhancements.

(e) Post-Build Day. The City of Detroit shall (i) within one week following the Build Day, complete and submit a Post-Build Report, in the form to be made available by KaBOOM!, and (ii) shall use its commercially reasonable efforts to provide, and otherwise shall cooperate in good faith with KaBOOM! regarding obtaining, such other information related to the Project as KaBOOM! from time to time may request.

3. **Build Day Postponement.** The Build Day shall not be postponed except when weather or other conditions jeopardize the safety of the volunteers or threaten the structural integrity of the playground. The decision to postpone the Build Day will be made by majority agreement of the representatives of KaBOOM!, the City of Detroit and the Funding Partner(s), except where such decision must be made by KaBOOM! on the construction site and representatives of the City of Detroit and the Funding Partner(s) are not available for consultation. In the event that the Build Day is postponed, KaBOOM!, the City of Detroit and the Funding Partner(s) shall develop a plan for rescheduling the Build Day at the next earliest date possible for each party. The Funding Partner(s) shall be responsible for all additional expenses related to the rescheduled Build Day, including, without limitation, equipment, labor and materials, storage and travel costs and expenses; provided, however, that the Funding Partner(s) shall be notified of the estimated amount of such additional expenses in connection with rescheduling of the Build Day. Notwithstanding the foregoing, in the event that the date of the Build Day is cancelled or changed as a result of the City of Detroit’s failure to satisfy its obligations in connection with the Project, then the City of Detroit shall be liable to KaBOOM! and the Funding Partner(s) for all such additional expenses related to the rescheduled Build Day.

4. **Funding Partner(s) Relations.** KaBOOM! has a separate contract with the Funding Partner(s) pursuant to which the Funding Partner(s) has agreed to provide financial and human resources for the Project. In recognition of the Funding Partner(s)’s contribution of such resources, the Funding Partner(s) shall receive first placement on all such additional materials developed for the Project, including playground signage, banners, T-shirts, press releases, website and newsletter stories, and flyers, and the City of Detroit shall not solicit sponsors or donors in relation to the Project.
flood, riot, act of terrorism, war, transportation delay, or inability due to such causes to obtain required labor, materials or facilities, such party shall not be liable hereunder for such delay or failure and either party may terminate this Agreement. If the other is unable to perform any obligation hereunder for a period longer than ten (10) calendar days due to such force majeure event, in which case KaBOOM! shall refund to the City of Detroit any amounts paid to KaBOOM!, less expenses already committed and/or incurred prior to the date of such termination. If, upon termination as provided herein, the sum due KaBOOM! by the City of Detroit exceeds the sum paid to KaBOOM! hereunder, the City of Detroit shall pay KaBOOM! for any such additional sum due upon presentation of appropriate documentation within thirty (30) days of invoice. Except as set forth above, upon any termination, this Agreement shall become void and have no effect, and no party shall have any liability to the other party, except that nothing herein will relieve any party from liability for any intentional breach of this Agreement prior to such termination.

6. General Provisions. The City of Detroit represents to KaBOOM! that all information provided by it to KaBOOM!, including in the Playground Profile Application, is true, correct and complete in all respects and does not omit any information relevant to the Project. Each party has all requisite power and authority, including any necessary approval by its governing body, to execute and deliver this Agreement, and to perform its obligations hereunder. This Agreement may not be assigned or transferred by either party without the prior written consent of the other party hereto. This Agreement shall inure to the benefit of and be binding upon the parties hereto, their respective successors and permitted assigns, and where expressly stated, their affiliates and representatives. This Agreement shall be governed by and construed under the laws of the State of New York, without regard to conflicts of laws principles to the extent that the application of the laws of another jurisdiction would be required thereby. This Agreement may be altered, modified or amended only by a written document signed by both parties. This Agreement may be executed in two or more counterparts, each of which shall be an original and all of which, when taken together, shall constitute the same agreement and may be delivered by facsimile or electronic mail transmission with the same force and effect as if originally executed copies hereof were delivered. Any notices required or permitted to be given hereunder shall be sent by certified or registered United States mail, postage prepaid, by personal delivery addressed to the applicable party or by facsimile or electronic mail transmission (the receipt of which is confirmed) at the address set forth under such party's signature below. The Funding Partner(s) shall be an intended third party beneficiary of Sections 1(b), (e), (f), (g), (h), (i) and (j) and Sections 2(b), 3, 4 and 6 of this Agreement and is entitled to enforce its rights under such sections as if it were a party to this Agreement.
By executing this Community Partner Playground Agreement where indicated below, each of KaBOOM! and the City of Detroit agrees, as of the date identified above, to be legally bound by all of the terms and provisions set forth above.

City of Detroit

By: ______________________  
Name: Janet Anderson  
Title: Director, General Services, City of Detroit

Address:  
18100 Meyers  
Detroit, MI 48235  
T: (313) 224-3677  
F: (313) 224-1860  
e-mail: andersonjan@detroitmi.gov

KaBOOM!, Inc.

By: ______________________  
Name: Gerry Magas  
Title: Chief Financial Officer

Address:  
4301 Connecticut Ave. NW, Suite ML-1  
Washington, DC 20008  
T: (202) 464-6180  
F: (202) 659-0210  
e-mail: gmesas@kaboom.com

Contact Information for the person who should receive KaBOOM! Invoices:

Name: Donna Miller  
Telephone number: (313) 628-0283

Mailing Address:  
18100 Meyers  
Detroit, MI 48235  
Email: MillerDo@detroitmi.gov

Page | 6
April 23, 2019

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit, MI 48226

RE: Request to accept a donation of Seven Laptops

The Quicken Loans Community Fund has awarded a donation to the City of Detroit Department of Neighborhoods (DON) with eight laptops: five used (refurbished), and three new laptops worth a total of $4,475.00. There is no match requirement for this donation.

The objective of the donation to the department is to support AmeriCorps Vista volunteer outreach efforts on behalf of the Department of Neighborhoods (DON), and in coordination with District Managers across the City of Detroit.

I respectfully ask your approval to accept this donation in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs
Director, Office of Development and Grants

CC:
Katerli Bounds, Deputy Director, Grants
Sajjiah Parker, Assistant Director, Grants

This request has been approved by the Law Department
RESOLUTION

Council Member__________________________

WHEREAS, the Department of Neighborhoods (DON) has been awarded a donation from the Quicken Loans Community Fund, valued at $4,475.00 and

WHEREAS, this request has been approved by the Law Department; now

THEREFORE, BE IT RESOLVED, that the Department of Neighborhoods (DON) is hereby authorized to accept a donation of eight laptops for AmeriCorps Vista volunteer outreach efforts on behalf of the Department of Neighborhoods (DON), and in coordination with District Managers across the City of Detroit.
April 22, 2019

City of Detroit
Mayor's Office, Department of Neighborhoods
2 Woodward Avenue, Suite 1126
Detroit, MI 48226
Attn: Ray Solomon & Monique Phillips

Dear Ray and Monique,

On behalf of the Quicken Loans Community Fund (QLCF) and the Family of Companies, I would like to congratulate you and the City of Detroit for receiving an AmeriCorps VISTA Grant from the Corporation for National and Community Service (CNCS) to support the placement of 7 full-time VISTA members, one dedicated for each of the 7 Districts in Detroit.

VISTAS are leading outreach efforts on behalf of the Department of Neighborhoods (DON) that provide assistance to each of the city’s District Managers (7 total) by supporting the creation and expansion efforts of block clubs, assessing blight remediation programs, and expanding economic opportunities for residents through tax foreclosure prevention. VISTAS use the laptops to perform a number of vital functions such as: tracking and entering all constituent information into a tracking tool to document their concerns—a function that helps the District Managers maintain accurate and current records and address concerns in a timely fashion; e-mailing and corresponding with constituents; creating documents to help start block clubs and supporting capacity building for them; organizing meeting materials; implementing resource mapping; and; submitting departmental reports, among many others.

We also understand that the CNCS AmeriCorps VISTA Grant does not provide computers for the VISTAs, and that the seven AmeriCorps VISTA members will each need access to a computer as soon as possible. QLCF is committed to making a laptop donation consisting of (5) Refurbished Dell 7740 Laptops valued at $475 each and (3) New Dell Latitude 3480 valued at $700 each, to support the activities of these new VISTA members. Beginning immediately, you may pick up the computers at the following address: One Campus Martius, 1050 Woodward Avenue, Detroit, MI. The computers are currently being offered solely on a 90-day extended trial basis, which can be further extended to 180-days at the request of either QLCF or the City. This trial period is designed to determine whether the software and operating system of the computers
are compatible with the needs of the VISTA members. Contingent upon the Detroit City Council and the Mayor's approval of a donation of the computers by QLCF to the City, and upon a mutual agreement between QLCF and the City that the computers fit the needs of the VISTA members, QLCF will permanently donate the computers to the City. The stated value is $4,475.

The Quicken Loans Community Fund (QLCF) is not responsible for replacement or repair of any lost, stolen, or damaged computers. At the end of the project term, the computers may be used to support additional VISTA members or other volunteers and/or the Department of Neighborhoods. QL expects that the City will treat the computers with the same level of care given to other City owned technology and equipment.

Please accept this donation on behalf of QLCF as a symbol of our continued support of the Department of Neighborhoods within the City of Detroit and the CNCS AmeriCorps VISTA program. Please reach out to me if you have any questions or concerns.

Sincerely,

Laura Gran mann
VP, Strategic Investments
Quicken Loans Community Fund
May 1st, 2019

HONORABLE CITY COUNCIL

RE: Petition #770 – University of Michigan Detroit Center, request to hang approximately 12 banners on Woodward Ave. between Parsons St. and Martin Luther King Jr. Blvd.

The Department of Public Works, Traffic Engineering Division received the above referenced petition. This department has no objections to the placement of banners, provided that the banner installation is in compliance with the banner policy adopted by your Honorable Body on November 30, 2001, and subject to the following conditions:

1. Twelve (12) banners are to be located along Woodward Ave. from Parsons St. to Martin Luther King Jr. Blvd.

2. The duration of banner installation shall be from May 13th, 2019 through November 13th, 2019.

3. Banners shall not exceed thirty-two (32) inches in width by ninety-four (94) inches in height and should be acrylic or vinyl with standard slitting (also called “Happy Faces”).

4. Banners shall be affixed to allow minimum of (15) feet clearance from walkway surface.

5. Banners shall not include flashing lights that may be distracting to motorists.

6. Banners shall not have displayed thereon any legend or symbol which is, or resembles, or which may be mistaken for a traffic control device, or which attempts to direct the movement of traffic.

7. Commercial advertising is strictly prohibited on all banners; including telephone numbers, mailing addresses, and web site addresses.

8. A sponsoring organization’s logo and/or name may be included at the bottom of the banner in a space no more than ten (10) inches in height by thirty (30) inches in length, and letter size shall be limited to four (4) inch maximum and placed at the bottom of the banner.

9. Sponsoring organizations may not include messages pertaining to tobacco and related products, alcoholic beverages, firearms, adult entertainment or sexually explicit products, or political campaigns.

10. Sponsoring organizations may not include legends or symbols which may be construed to advertise, promote the sale of, or publicize any merchandise or commodity, with the exception of sponsorship as described in the banner policy (see section 9 of the policy).

11. Banner placement must be a minimum of 120 feet or every other pole apart, whichever is greater, including banners that may exist at the time of the installation and is limited to a two thousand (2000) feet radius area of the event location or within the stated organization’s boundaries.
12. The design, method of installation and location of banners shall not endanger persons using the highway or unduly interfere with the free movement of traffic.

13. The petitioner SHALL secure an approval from Public Lighting Department to use their utility poles to hang the banners.

14. The petitioner SHALL secure Right of Way permit from City Engineering Division every time the banners are changed/replaced.

15. The wording on the banners will be (please see below).

16. Since Woodward Avenue is a state trunk line in the above location, approval from the Michigan Department of Transportation is required.

If deemed appropriate by the City of Detroit, The City reserves the right to have the banners removed by the Petitioner at the Petitioner’s cost prior to expiration date.

Respectfully Submitted,

Ron Brundidge
Director
Department of Public Works

Copy: Linda Vinyard, Mayor’s Office
      Ashok Patel, Traffic Engineering Division

RB/AF/CB
DEPARTMENTAL REFERENCE COMMUNICATION

Thursday, March 21, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

PUBLIC LIGHTING DEPARTMENT  DPW - CITY ENGINEERING DIVISION
LEGISLATIVE POLICY DIVISION

770 University of Michigan Detroit Center, request to hang approximately 12 banners on Woodward Ave between Parsons and Martin Luther King from May 13th to November 13th, 2019.
City Of Detroit Banner Permit Application
For Banners in the Public Right-Of-Way

This application is for the proposed banner(s) for a specified period of time only. The City of Detroit will be strictly adhering to the Banner Permit Guidelines; please print them out for reference. This form must be completed and returned at least **60 days** prior to the date of installation. If submitted later than 60 days prior, application is subject to denial. If the requested Banner location is on a Michigan State Truck Line or Wayne County Road the application must be submitted at least **180 days** prior to the date of installation. After expiration of the permit (if granted), or should the banner change in any way, another application will be required.

**SECTION 1 - APPLICANT INFORMATION**

| Contact Name: Feodies Shipp III | THE REGENTS OF THE UNIVERSITY OF MICHIGAN  
| Name of Organization: University of Michigan Detroit Center | A MICHIGAN CONSTITUTIONAL CORPORATION  
| Mailing Address: 3663 Woodward Ave, Suite 150 |  
| Phone Number: 313-593-3584 | E-Mail Address: detroitcenter@umich.edu  

Type of Banner(s) check all that apply:
- [ ] City of Detroit  
- [ ] Non-Profit  
- [ ] Community  
- [ ] Business District  
- [ ] Special Event  
- [ ] Holiday

If registered as a non-profit, please indicate your non-profit status identification number and attach a copy of the certificate.

Non-profit Identification number: 38-6006309  

If applying for a business district banner(s) please identify the business district.

Business District:  

Type of Request:

- [ ] Initial Permit  
- [ ] Permit Renewal  

If this request is for permit renewal, please provide the following:

- Permit Identification Number:  
- Permit Expiration Date:  

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2 Woodward Ave., Suite 333, Detroit, MI 48226 ~ Phone (313)224-2019 ~ banners@detroitmi.gov
SECTION 2 - COMMERCIAL BANNER COMPANY

Contact Name: Kara Vanderveen
Name of Organization: Graph-X
Mailing Address: 45650 Main St, Plymouth, MI 48170
Phone Number: 734-420-0906  E-Mail Address: kara@graphesigns.com

SECTION 3 - BANNER INFORMATION

Purpose of Banner(s):
To signify the presence of a University of Michigan building

Time Period to display Banner(s): Install Date: 5/13/19  Removal Date: 11/13/19
Number of Banner(s) to display: 12
Streets on which Banner(s) are to be displayed:
Woodward Ave between Parsons and MLK

Are any of the poles located on a Michigan State Trunk Line or Wayne County Road?
Refer to listing of Trunk Lines and Wayne County Roads.  [ ] YES  [ ] NO

Describe wording on the Banner(s) and any graphics:
The wording on the banners say University of Michigan and have the words Partner, Discover, Create, Collaborate, Engage, and Innovate. There are also 6 banners that feature various images of people and groups affiliated with the University.

2 Woodward Ave., Suite 333, Detroit, MI 48226 ~ Phone (313)224-2019 ~ banners@detroitmi.gov
The following items MUST BE included in the permit application package in order for it to be considered:

- Completed banner permit application form
- Signed and dated indemnity agreement
- Signed and dated maintenance and removal agreement
- Copy of certificate of insurance
- Sketch, drawing, or actual sample of the banner to be displayed
- Listing and/or map of the specific locations for the Banner(s)
- $100 non-refundable permit fee
- A refundable deposit to be held in escrow presented to Business License Department prior to the issuance of the Banner Permit

The undersigned applicant(s) agrees to abide by the provisions set by the City of Detroit to suspend a Banner or Banner(s) during the time period requested for this permit.

Applicant: Print Name

Commercial Banner Representative: Print Name
I.e., instiller/remover

Applicant: Signature
Applicant: Signature

3-7-19
Date

Date 3-7-19
CITY OF DETROIT:

For and in consideration of the granting of a permit by the City of Detroit to suspend a Banner or Banners, the undersigned does agree to indemnify and hold harmless the City of Detroit, its officers, agents and employees from any and all claims arising out of the placement of, maintenance of, use of, or removal of Banners, including claims involving Banners (or the structure upon which they are hung) falling on people or property.

INDEMNITOR ($) :

THE REGENTS OF THE UNIVERSITY OF MICHIGAN
A MICHIGAN CONSTITUTIONAL CORPORATION

Name: Charisse Fox
Address, City, State, Zip Code: 3025 S. State St, Ann Arbor, MI 48109
Phone Number: 734-647-6450
Date: 3-7-19

Signature of Authorized Representative: [Signature]

INDEMNITOR ($) :

Hoos Inc.

Name: Hoos Inc.
Address, City, State, Zip Code: 28785, [City], MI 48109
Phone Number: 324-676-8886
Date: 2/5/15

Signature of Authorized Representative: [Signature]
It is understood and agreed that during the initial display, and subsequent renewal periods if applicable, the permittee shall be responsible for inspecting banners and poles, replacing and/or removing banners that are torn, defaced or in general disrepair, including rigging. Where any street banner is found to present an immediate threat of harm to the public health, welfare or safety, the City shall summarily cause its removal.

It is also understood and agreed that banners are to be removed within seventy-two (72) hours of the revocation date of the permit. Any street banner not removed within that time period shall be removed by the City without notice to the permittee.

If the City removes banners because they are in disrepair, present a threat of harm, or because the permit has expired, it is understood and agreed that a portion or all of the refundable deposit will be forfeited by the permittee in order to cover the City's expense. If the expense of removal exceeds the amount of deposit, it is understood and agreed that the excess amount shall be collected from the person/entity to which the permit was issued.

It is also understood and agreed that in such cases when the City removes banners there is no guarantee that the banners can be reclaimed by the permittee.

Date: 3-7-19

Date: 3-7-19
This certificate is issued as a matter of information only and conveys no rights upon the certificate holder other than those provided in the policy. This certificate does not amend, extend, or alter the coverage afforded by the policies listed herein.

**Company Letter:** A

**Insured:**
The Regents of The University of Michigan
3063 South State Street, Suite 2609
Ann Arbor, MI 48109

**Coverages:**
This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

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<th>POLICY EXPIRY DATE (MM/DD/YYYY)</th>
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**Description of Operations/Locations/Vehicles/Special Items:** As respects the operations of the University of Michigan including the University of Michigan Detroit Center housing banns in front of the Detroit Center on both sides of Woodward Avenue from Parson to Mack Avenue.

As permitted by law, the City of Detroit is considered an additional insured under the above policy but only to the extent of the negligence of the named insured.

**Certificate Holder:**
City of Detroit
2 Woodward Avenue
Detroit, Michigan 48226

**Cancellation:**
Should any of the policies listed herein be canceled before the expiration date thereof, the insurer affording coverage will endeavor to mail, 30 days written notice to the certificate holder named herein. Failure to mail such notice shall impose no obligations or liability of any kind upon the insurer affording coverage, its agents or representatives, or the issuer of this insurance.

**Authorized Representative:**
[Signature]
April 11, 2019

Honorable City Council:

RE: Petition No. 678 - Bagley Forest Property LLC, request permission to vacate a strip of right-of-way for the placement of a new transformer for an ongoing project on the corner of Livernois and Seven Mile.

Petition No. 678 - Bagley Forest Property LLC, request to vacate the east 15 feet of Stoepel, 100 feet wide, from Seven Mile Road, 86 feet wide, to the east-west alley, 20 feet wide, first south of Seven Mile Road.

The request is being made to accommodate a transformer for DTE, and as part of the work, new curbs, sidewalks and landscaping will be installed in compliance with City of Detroit’s zoning ordinance.

The petition was referred to the City Engineering Division – DPW for investigation (utility review) and report. This is our report.

Detroit Water and Sewerage Department (DWSD) has no objection to the vacation provided certain provisions are met. The DWSD provisions are a part of the attached resolution.

All other involved City departments and privately owned utility companies have reported no objections to the vacation. Provisions protecting the rights of the utilities and the City are a part of this resolution.

I am recommending adoption of the attached resolution.

Respectfully submitted,

Richard Doherty, P.E., City Engineer
City Engineering Division – DPW

/JMK
Cc: Ron Brundidge, Director – DPW
    Mayor’s Office – City Council Liaison
RESOLVED, that the east 15 feet of Stoepel, 100 feet wide, from Seven Mile Road, 86 feet wide, to the east-west alley, 20 feet wide, first south of Seven Mile Road; all being land in the City of Detroit, Wayne County, Michigan further described as: The East 15 feet of Stoepel Avenue, 100 feet wide, lying westerly of and adjoining the westerly line of Lot 5, and the full width of the vacated alley adjoining, 18 feet wide "Canterbury Gardens being a Subdivision of the NE ¼ of Sec. 9, T.1S., R.11E. Greenfield Township, Wayne County, Michigan" as recorded in Libr 37, Page 65 of Plats, Wayne County Records.

Be and the same is hereby vacated (outright) as public right-of-way to become part and parcel of the abutting property, subject to the following provisions:

PROVIDED, that petitioner/property owner make satisfactory arrangements with any and all utility companies for cost and arrangements for the removing and/or relocating of the utility companies and city departments services or granting of private easements for specific utility companies, if necessary, and further

PROVIDED, that the petitioner shall design and construct proposed sewers and to make the connections to the existing public sewers as required by Detroit Water and Sewerage Department (DWSD) prior to construction of the proposed sewers, and further

PROVIDED, that the plans for the sewers shall be prepared by a registered engineer; and further

PROVIDED, that DWSD be and is hereby authorized to review the drawings for the proposed sewers and to issue permits for the construction of the sewers; and further

PROVIDED, that the entire work is to be performed in accordance with plans and specifications approved by DWSD and constructed under the inspection and approval of DWSD; and further

PROVIDED, that the entire cost of the proposed sewers construction, including inspection, survey and engineering shall be borne by the petitioner; and further

PROVIDED, that the petitioner shall deposit with DWSD, in advance of engineering, inspection and survey, such amounts as the department deems necessary to cover the costs of these services; and further

PROVIDED, that the petitioner shall grant to the City a satisfactory easement for the sewers, and further

PROVIDED, that the Board of Water Commissioners shall accept and execute the easement grant on behalf of the City, and further
PROVIDED, that the petitioner shall provide a one (1) year warranty for the proposed sewers, and further

PROVIDED, that the petitioner shall provide a one (1) year warranty for the proposed sewers, and further

PROVIDED, that upon satisfactory completion, the sewers shall become City property and become part of the City system. And any existing sewers that were abandoned shall belong to the petitioner and will no longer be the responsibility of the City; and further

PROVIDED, that any construction in the public rights-of-way such as curbs and sidewalks shall be done under city permit and inspection according to City Engineering Division – DPW specifications with all costs borne by the abutting owner(s), their heir or assigns; and further

PROVIDED, That the City Clerk shall within 30 days record a certified copy of this resolution with the Wayne County Register of Deeds.
PETITION NO. 678
BAGLEY FOREST PROPERTY LLC.
C/O QUINN EVANS ARCHITECTS
4219 WOODWARD AVE. SUITE 301
DETROIT, MI. 48201
BRANDON FRISKE
PHONE NO. (313)462-2550

7 MILE ROAD 86 FT. WD.

CLARITA AVE. 50 FT. WD.

CITY OF DETROIT
CITY ENGINEERING DIVISION
SURVEY BUREAU
JOB NO. 01-01
DRWG. NO. X678

REQUEST TO OUTRIGHT VACATE 15 FT.
OF THE R.O.W EAST SIDE OF STOEPEL AVE.
at LOT NO. 5 AND VACATED 18' ALLEY
DEPARTMENTAL REFERENCE COMMUNICATION

Monday, February 11, 2019

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

PLANNING AND DEVELOPMENT DEPARTMENT

DPW - CITY ENGINEERING DIVISION

678 Bagley Forest Property, LLC, request permission to vacate a strip of R.O.W for the placement of a new transformer for an on going project on the corner of Livernois and Seven Mile
MEMORANDUM

From: BRANDON FRISKE (QUINN EVANS ARCHITECTS)

To: THE HONORABLE CITY COUNCIL
ATTN: OFFICE OF THE CITY CLERK
200 COLEMAN A. YOUNG MUNICIPAL CENTER
DETROIT, MI 48226

RE: 7.LIV PROJECT
19031 LIVERNOIS AVE,
DETROIT MI, 48221
QEA# 31601400

Subject: Petition Request - Vacation of R.O.W.

This request is being issued on behalf of Bagley Forest Property, LLC concerning the active construction project at the corner of Livernois and Seven Mile. The petitioner is requesting to vacate a strip of R.O.W. directly adjacent to the property line along Stoepel Street (Refer to the attached Site Plan).

The vacation of the R.O.W. is being requested to facilitate the placement of a new transformer for the project. The project is located on a zero lot line parcel and is built out to the property lines in every direction with the exception of a small loading area off the alley on the south side of the property. This is an existing condition. During the planning of the project a location in the loading area was selected to place the transformer in an effort to conceal it, and keep it on the property. However, due to technical limitations, not revealed until construction was underway, DTE cannot utilize the proposed location in the loading area.

The R.O.W. along Stoepel is identified as 100', but reduces down to 70' just south of the site. A vacation of approximate 15'-0" of the R.O.W along the length of the Stoepel Street property line will satisfy the requirements of DTE, while still staying in line with the adjacent narrower R.O.W. south of the site. The goal is to utilize the southern end of the vacated R.O.W. to locate the transformer. As part of this work, new curbs, sidewalks and landscaping will be installed in compliance with the City of Detroit's zoning ordinance.

The project is far into construction and currently being held up until a resolution can be reached on a final transformer location. The entire team is eager to resolve this urgent issue. If you have any questions please email me at bfriske@quinnevans.com.

Cordially,

Brandon Friske
Associate

END OF MEMORANDUM
Petition of Bagley Forest Property, LLC, request permission to vacate a strip of R.O.W for the placement of a new transformer for an ongoing project on the corner of Livernois and Seven Mile.

REFERRED TO THE FOLLOWING DEPARTMENT(S)

PLANNING AND DEVELOPMENT DEPARTMENT
CITY ENGINEERING DIVISION
DPW -
March 12, 2019

Honorable City Council:

RE: Petition No. 1520 — Capers Steakhouse, request the use and control of an alley running north and south between Liberal and Manning streets and from that alley, behind Capers Steakhouse, to another alley running east and west to Monarch Street.

Petition No. 1520 — Capers Steakhouse, request to vacate and convert to easement the north-south public alley, 16 feet wide, and the east-west public alley, 16 feet wide, being all of the public alleys in the block bounded by Liberal Avenue, 60 feet wide, Manning Avenue, 60 feet wide, Gratiot Avenue, 135.00 feet wide, and Monarch Avenue, 60 feet wide.

The petition was referred to the City Engineering Division — DPW for investigation (utility review) and report. This is our report.

The request is being made for the expansion of Capers Steakhouse, additional parking, job creation and ridding the community of a blighted area.

The request was approved by the Solid Waste Division — DPW, and Traffic Engineering Division — DPW, and City Engineering — DPW.

Detroit Water and Sewerage Department (DWSD) has no objection to the conversion to easement. The specific DWSD provisions for easements are included in the resolution.

All other involved City Departments, and privately owned utility companies have reported no objections to the conversion of the public right-of-way into a private easement for public utilities. Provisions protecting utility installations are part of the attached resolution.

I am recommending adoption of the attached resolution.

Respectfully submitted,

Richard Doherty, P.E., City Engineer
City Engineering Division — DPW

/JK
Cc: Ron Brundidge, Director, DPW
    Mayor’s Office — City Council Liaison
RESOLVED, that the north-south public alley, 16 feet wide, and the east-west public alley, 16 feet wide, being all of the public alleys in the block bounded by Liberal Avenue, 60 feet wide, Manning Avenue, 60 feet wide, Gratiot Avenue, 135.00 feet wide, and Monarch Avenue, 60 feet wide, and further described as:

1) Land in the City of Detroit, Wayne County, Michigan being the north-south alley, 16 feet wide, lying easterly of and adjoining the easterly line of Lots 19 through 30, both inclusive, also lying westerly of and adjoining the westerly line of Lots 31 and 32 and the alley adjoining “Hayes Gratiot Subdivision of part of the S1/2 Section 1 T1S., R12E. lying East of Gratiot Avenue, Gratiot Twp. (Now Detroit) Wayne County, Michigan” as recorded in Liber 40 Page 90 of Plats, Wayne County Records.

2) Land in the City of Detroit, Wayne County, Michigan being the east-west alley, 16 feet wide, lying northerly of and adjoining the northerly line of Lot 32, and lying southerly of and adjoining the southerly line of Lot 31 “Hayes Gratiot Subdivision of part of the S1/2 Section 1 T1S., R12E. lying East of Gratiot Avenue, Gratiot Twp. (Now Detroit) Wayne County, Michigan” as recorded in Liber 40 Page 90 of Plats, Wayne County Records; also lying southerly of and adjoining the southerly line of Lots 322 through 333, both inclusive, also lying northerly of and adjoining the northerly line of Lots 290 through 303, both inclusive “Longridge Subdivision of part of S1/2 of Section 1, T1S., R12E. lying East of Gratiot Avenue, Gratiot Twp. (Now Detroit) Wayne County, Michigan” as recorded in Liber 35 Page 2 of Plats, Wayne County Records.

Be and the same are hereby vacated as a public rights-of-way and converted into a private easements for public utilities of the full width of the rights-of-way, which easement shall be subject to the following covenants and agreements, uses, reservations and regulations, which shall be observed by the owners of the lots abutting on said right-of-way and by their heirs, executors, administrators and assigns, forever to wit:

First, said owners hereby grant to and for the use of the public an easement or right-of-way over said vacated public alleys herein above described for the purposes of maintaining, installing, repairing, removing, or replacing public utilities such as water mains, sewers, gas lines or mains, telephone, electric light conduits or poles or things usually placed or installed in a public right-of-way in the City of Detroit, with the right to ingress and egress at any time to and over said easement for the purpose above set forth,

Second, said utility easement or right-of-way in and over said vacated alleys herein above described shall be forever accessible to the maintenance and inspection forces of the utility companies, or those specifically authorized by them, for the purpose of inspecting, installing, maintaining, repairing, removing, or replacing any sewer, conduit, water main, gas line or main, telephone or light pole or any utility facility placed or installed in the utility easement or right-of-way. The utility companies shall have the right to cross or use the driveways and yards of the adjoining properties for ingress and egress at any time to and over said utility easement with any necessary equipment to perform the above mentioned task, with the understanding that the utility companies shall use due care in such crossing or use, and that any property damaged by the utility
companies, other than that specifically prohibited by this resolution, shall be restored to a satisfactory condition,

Third, said owners for their heirs and assigns further agree that no buildings or structures of any nature whatsoever including, but not limited to, concrete slabs or driveways, retaining or partition walls (except necessary line fences or gates), shall be built or placed upon said easement, nor change of surface grade made, without prior approval of the City Engineering Division – DPW,

Fourth, that if the owners of any lots abutting on said vacated alleys shall request the removal and/or relocation of any existing poles or other utilities in said easement; such owners shall pay all costs incidental to such removal and/or relocation, unless such charges are waived by the utility owners,

Fifth, that if any utility located in said property shall break or be damaged as a result of any action on the part of said owners or assigns (by way of illustration but not limitation) such as storage of excessive weights of materials or construction not in accordance with Section 3, mentioned above, then in such event said owners or assigns shall be liable for all costs incidental to the repair of such broken or damaged utility; and

Provided, that the petitioner maintain Fire Department vehicle access to all buildings, structures, fire hydrants, and fire department connections, and further

Provided, that the property owners maintain DTE Energy access to their facilities at all times, and the petitioner must maintain a clear 5 foot radius from all DTE equipment, and further

Provided, that an easement, the full width of the existing right-of-way, is reserved for the Detroit Water and Sewerage Department for the purpose of installing, maintaining, repairing, removing, or replacing any sewers, water mains, fire hydrants and appurtenances, with the right of ingress and egress at any time to, and over said easement for the purpose above set forth; and be it further

Provided, that free and easy access to the sewers, water mains, fire hydrants and appurtenances within the easement is required for Detroit Water and Sewerage Department equipment, including the use of backhoes, bull dozers, cranes or pipe trucks, and other heavy construction equipment, as necessary for the alteration or repair of the sewer or water main facilities; and be it further

Provided, that the Detroit Water and Sewerage Department retains the right to install suitable permanent main location guide posts over its water mains at reasonable intervals and at points deflection; and be it further

Provided, that said owners of the adjoining property, for themselves, their heirs and assigns, agree that no building or structure of any nature whatsoever, including porches, patios, balconies, etc., shall be built upon or over said easement, or that no grade changes or storage of materials shall be made within said easement without prior written approval and agreement with the Detroit Water and Sewerage Department; and be it further
Provided, that if any time in the future, the owners of any lots abutting on said vacated alleys shall request the removal and/or relocation of the aforementioned utilities in said easement, such owners shall pay all costs incident to such removal and/or relocation. It is further provided that if sewers, water mains, and/or appurtenances in said easement shall break or be damaged as a result of any action on the part of the owner, or assigns, then in such event, the owner or assigns shall be liable for all costs incident to the repair of such broken or damaged sewers and water mains, and shall also be liable for all claims for damages resulting from his action; and be it further

Provided, that if it becomes necessary to remove any of the paved alley returns at the entrances (into Manning Avenue and/or Liberal Avenue and/or Monarch+ Avenue) such removal and construction of new curb and sidewalk shall be done under city permit and inspection according to City Engineering Division – DPW specifications with all costs borne by the abutting owner(s), their heir or assigns; and further

Provided, that the City Clerk shall within 30 days record a certified copy of this resolution with the Wayne County Register of Deeds.
REQUEST TO CONVERT TO EASEMENT
THE EAST/WEST AND NORTH/SOUTH
PUBLIC ALLEY, 16 FT. WD.
IN THE BLOCK BOUND BY
MANNING, MONARCH, LIBERAL
AND GRATIOT AVE.

CITY ENGINEERING DEPARTMENT
SURVEY BUREAU
JOB NO. 01-01
DRWG. NO. X 1520
DEPARTMENTAL REFERENCE COMMUNICATION

Thursday, March 30, 2017

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

DPW - CITY ENGINEERING DIVISION   PLANNING AND DEVELOPMENT DEPARTMENT

1520 Capers Steakhouse, request the use and control of an alley running north and south between Liberal and Manning Street and from that alley, behind Capers Steakhouse, to another alley running east and west to Monarch Street.
Detroit City Council Petition Request – February 18, 2017

Who: Gary Jacobs (Capers Steakhouse)

What: Requesting that the city turn over to Gary F. Jacobs, the use and control of the alley running north and south between Liberal and Manning and from that alley, behind Capers Steakhouse, to another alley running east and west to Monarch.

Where: (Description of legal property/location of alley needed)

When: Immediately

Why: For the expansion of Capers Steakhouse, additional parking, job creation, and ridding the community of a blighted area.

Gary F. Jacobs
Capers Steakhouse
14726 Gratiot
Detroit, MI 48205
313 980 0055
To All Concerned

I as owner of the home at 14543 Liberal Dr, Det, MI 48205 have no objection to Mr. Gary F. Jacobs's, owner of Capers Steakhouse, taking ownership of the alley located directly behind my home. I fully support his vision for improving the property and ridding the city of another eye sore.

Print Name: John Doe  
Signature: [Signature]  
Date: 2-23-17
To All Concerned

I as owner of the home at 14554 Library have no objection to Mr. Gary F. Jacobs's, owner of Capers Steakhouse, taking ownership of the alley located directly behind my home. I fully support his vision for improving the property and ridding the city of another eyesore.

Print Name: [Signature] Date: 1/21/17
To All Concerned

I, as owner of the home at 14535 Liberal, have no objection to Mr. Gary F. Jacobs's, owner of Capers Steakhouse, taking ownership of the alley located directly behind my home. I fully support his vision for improving the property and ridding the city of another eyesore.

John Broadway  
Print Name

The Jacobs  
Signature

2-21-11  
Date
To All Concerned

I as owner of the home at 14527 Lipton have no objection to Mr. Gary F. Jacobs’s, owner of Capers Steakhouse, taking ownership of the alley located directly behind my home. I fully support his vision for improving the property and ridding the city of another eye sore.

John W. Bradley  Signature  2-21-17
Print Name  Date
To All Concerned

I as owner of the home at 14500 Liberal Street have no objection to Mr. Gary F. Jacobs’s, owner of Capers Steakhouse, taking ownership of the alley located directly behind my home. I fully support his vision for improving the property and ridding the city of another eyesore.

[Signature]
Print Name

02-22-2017
Date
To All Concerned

I, as owner of the home at 14491 Liberal, have no objection to Mr. Gary F. Jacobs's, owner of Capers Steakhouse, taking ownership of the alley located directly behind my home. I fully support his vision for improving the property and ridding the city of another eyesore.

DOROTHY BISHOP
Print Name

DOROTHY BISHOP
Signature

02-21-2017
Date
To All Concerned

I as owner of the home at 14544 Liberal Detroit, MI 48205 have no objection to Mr. Gary F. Jacobs's, owner of Capers Steakhouse, taking ownership of the alley located directly behind my home. I fully support his vision for improving the property and ridding the city of another eye sore.

Dora Jones

Signature

2-24-17

Date
To All Concerned

I as owner of the home at 14518 Manning, Detroit, MI 48205 have no objection to Mr. Gary F. Jacobs's, owner of Capers Steakhouse, taking ownership of the alley located directly behind my home. I fully support his vision for improving the property and ridding the city of another eyesore.

Print Name: Demetrius Patterson
Signature: Demetrius Patterson
Date: 2/24/17
PROPOSED SITE PLAN

SCALE: 1" = 50'-0"

TOTAL PARKING: 114
May 6, 2019

Honorable City Council:

RE: Petition No. 1098 – Giffels Webster, request to encroach into the public alley, bounded by Woodward Avenue, W. Grand River Avenue, Griswold Street, and State Street with the installation of a ramp with a railing and bollards.

Petition No. 1098 – Giffels Webster on behalf of Bedrock Real Estate Services LLC request to install and maintain an encroachment consisting of a ramp with a railing and bollards in the north-south public alley, 20 feet wide in the block bounded by Woodward Avenue, 120 feet wide, W. Grand River Avenue, 60 feet wide, Griswold Street, 60 feet wide, and State Street, 60 feet wide.

The petition was referred to the City Engineering Division – DPW for investigation and report. This is our report.

The request is being made to provide rear access for the delivery of goods to the retail establishment.

The request was approved by the Solid Waste Division – DPW, and the Traffic Engineering Division – DPW.

Detroit Water and Sewerage Department (DWSD) reports being involved, but they have no objection provided the DWSD encroachment provisions are followed. The DWSD provisions have been made a part of the resolution.

All other involved City Departments, including the Public Lighting Department and Public Lighting Authority; also privately owned utility companies have reported no objections to the encroachment. Provisions protecting utility installations are part of the attached resolution.

I am recommending adoption of the attached resolution.

Respectfully submitted,

Richard Doherty, P.E., City Engineer
City Engineering Division – DPW

JMK/
Cc: Ron Brundidge, Director, DPW
     Mayor’s Office – City Council Liaison
RESOLVED, That the Department of Public Works, City Engineering Division is hereby authorized and directed to issue permits to Bedrock Real Estate Services LLC or their assigns to install and maintain an encroachment consisting of a ramp with a railing and bollards in the north-south public alley, 20 feet wide, in the block bounded by Woodward Avenue, 120 feet wide, W. Grand River Avenue, 60 feet wide, Griswold Street, 60 feet wide, and State Street, 60 feet wide. The encroachments located on land in the City of Detroit, Wayne County, Michigan and further described as lying westerly of and adjoining the westerly line of the southerly 1.27 feet of Lot 33 and the northerly 13.23 feet of Lot 34 “Plan of Section numbered Eight in the Territory of Michigan confirmed unanimously by the Governor and Judges on the 27th day of April 1807 and ordered to be a record and to be signed by the Governor and attested by the Secretary of the Board” as recorded in Liber 34, Page 543 of Deeds, Wayne County Records. The encroachment area extending 6 feet into the alley from the building line (property line) and being 14.5 feet in length and extending 4 feet below grade to a height of 6 feet above grade.

PROVIDED, that if there is any cost for the removing and/or rerouting of any utility facilities, it shall be done at the expense of the petitioner and/or property owner; and be it further

PROVIDED, By approval of this petition the Detroit Water and Sewerage Department (DWSD) does not waive any of its rights to its facilities located in the right-of-way, and at all times, DWSD, its agents or employees, shall have the right to enter upon the right-of-way to maintain, repair, alter, service, inspect, or install its facilities. All costs incident to the damaging, dismantling, demolishing, removal and replacement of structures or other improvements herein permitted and incurred in gaining access to DWSD’s facilities for maintenance, repairing, alteration, servicing or inspection caused by the encroachment shall be borne by the petitioner. All costs associated with gaining access to DWSD’s facilities, which could normally be expected had the petitioner not encroached into the right-of-way, shall be borne by DWSD; and be it further

PROVIDED, that all construction performed under this petition shall not be commenced until after (5) days written notice to DWSD. Seventy-two (72) hours notice shall also be provided in accordance with P.A. 53 1974, as amended, utilizing the MISS DIG one call system; and be it further

PROVIDED, that construction under this petition is subject to inspection and approval by DWSD forces. The cost of such inspection shall, at the discretion of DWSD, be borne by the petitioner; and be it further

PROVIDED, that if DWSD facilities located within the right-of-way shall break or be damaged as the result of any action on the part of the petitioner, then in such event the petitioner agrees to be liable for all costs incident to the repair, replacement or relocation of such broken or damaged DWSD facilities; and be it further

PROVIDED, that the petitioner shall hold DWSD harmless for any damages to the encroaching device constructed or installed under this petition which may be caused by the failure of DWSD’s facilities; and be it further
PROVIDED, That if at any time in the future the petitioner shall request removal and/or relocation of DWSD's facilities in the right-of-way being encroached upon the petitioner agrees to pay all costs for such removal and/or relocation; and be it further

PROVIDED, that Bedrock Real Estate Services LLC or their assigns shall apply to the Buildings and Safety Engineering Department for a building permit prior to any construction. Also, if it becomes necessary to open cut public streets, bore, jack, occupy or barricade city rights-of-way for maintenance of encroachments such work shall be according to detail permit application drawings submitted to the City Engineering Division – DPW prior to any public right-of-way construction; and further

PROVIDED, that the necessary permits shall be obtained from the City Engineering Division – DPW and the Buildings and Safety Engineering Department. The encroachments shall be constructed and maintained under their rules and regulations; and further

PROVIDED, that all cost for the construction, maintenance, permits and use of the encroachments shall be borne by Bedrock Real Estate Services LLC or their assigns; and further

PROVIDED, that all costs incurred by privately owned utility companies and/or city departments to alter, adjust, and/or relocate their existing utility facilities located in close proximity to the encroachments shall be borne by Bedrock Real Estate Services LLC or their assigns. Should damages to utilities occur Bedrock Real Estate Services LLC or their assigns shall be liable for all incidental repair costs and waives all claims for damages to the encroaching installations; and further

PROVIDED, that no other rights in the public streets, alleys or other public place shall be considered waived by this permission which is granted expressly on the condition that said encroachments shall be removed at any time when so directed by the City Council, and the public property affected shall be restored to a condition satisfactory to the City Engineering Division – DPW; and further

PROVIDED, that Bedrock Real Estate Services LLC shall file with the Department of Public Works – City Engineering Division an indemnity agreement in form approved by the Law Department. The agreement shall save and protect the City of Detroit from any and all claims, damages or expenses that may arise by reason of the issuance of the permits and the faithful or unfaithful performance by Bedrock Real Estate Services LLC of the terms thereof. Further, Bedrock Real Estate Services LLC shall agree to pay all claims, damages or expenses that may arise out of the use, repair and maintenance of the proposed Encroachments; and further

PROVIDED, this resolution is revocable at the will, whim or caprice of the City Council, and Bedrock Real Estate Services LLC acquires no implied or other privileges hereunder not expressly stated herein; and further

PROVIDED, that the encroachment permits shall not be assigned or transferred without the written approval of the City Council; and further

PROVIDED, that the City Clerk shall within 30 days record a certified copy of this resolution with the Wayne County Register of Deeds.
REQUEST ENCROACHMENT
(With Ramp, Railing and Bollards)

GD. RIVER AVE. 60 FT. WD.

WOODWARD AVE. 120 FT. WD.

STATE ST. 60 FT. WD.

CARTO 28 B

REVISIONS

REQUEST ENCROACHMENT
INTO THE NORTH/SOUTH PUBLIC ALLEY
AT 1261 WOODWARD
(With Ramp, Railing and Bollards)

CITY OF DETROIT
CITY ENGINEERING DEPARTMENT
SURVEY BUREAU

JOB NO. 01-01
MRGW.NO. X 1098

B

A

DESCRIPTION

REVISIONS

DRAWN BY

CHECKED

DATE

APPROVED

04-28-16
DEPARTMENTAL REFERENCE COMMUNICATION

Thursday, April 21, 2016

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

DPW - CITY ENGINEERING DIVISION

1098 Giffels Webster, request to encroach into the public alley, bounded by Woodward Avenue, W. Grand River Avenue, Griswold Street, and State Street, with the installation of a ramp with a railing and bounded.
April 11, 2016

Honorable Detroit City Council
C/o Detroit City Clerk
2 Woodward Avenue
200 Coleman A. Young Municipal Center
Detroit, Michigan 48226

RE: Giffels Webster - Request for encroachment into the public alley right-of-way.

Giffels Webster, 28 W. Adams, Suite 1200, Detroit, Michigan 48226 on behalf of Bedrock Real Estate Services, LLC, 1092 Woodward Avenue, Detroit, Michigan, 48226 respectfully requests to encroach into the public alley, bounded by Woodward Avenue, W. Grand River Avenue, Griswold Street, and State Street, with the installation of a ramp with a railing and bollards.

We are requesting a 6 foot encroachment into the public alley right-of-way, which will extend from approximately 4 feet below grade to 6 feet above grade in height to accommodate the installation of ramp, railing, and bollards.

This encroachment will neither impede pedestrian nor vehicular traffic, nor will it interfere with the maintenance of the public rights-of-way, including utility company and Fire Department access. The requested encroachment maintains a 14 foot wide access way within the alley for vehicular use. Obtaining this encroachment is critical to fully utilize the rear of the property for deliveries of goods for the retail establishment. Drawings of the proposed location of encroachments are attached.

If you should have any questions, please do not hesitate to contact Giffels Webster planner, Deirdre Clein at (P) 313.962.4442 or dclein@giffelswebster.com.

Respectfully,

Michael Marks, Partner
Giffels Webster

CC: Bedrock Real Estate Services, LLC
WOODWARD AVENUE

1275 WOODWARD AVENUE

1261 WOODWARD AVENUE

6 FT. WIDE BY 14.5 FT. LONG, 4 FT BELOW GRADE TO 6 FT ABOVE GRADE ALLEY RIGHT OF WAY ENCROACHMENT.

6.00 FT.

38.73 FT.

58.73 FT.

35 GRAND RIVER AVENUE

388 WOODWARD AVENUE

6 FT. WIDE BY 14.5 FT. LONG, 4 FT BELOW GRADE TO 6 FT ABOVE GRADE ALLEY RIGHT OF WAY ENCROACHMENT.

DETROIT, WAYNE, MICHIGAN

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May 6, 2019

Honorable City Council:

RE: Petition No. 1748 – Vanguard Community Development, request to construct “The Historic North End” sign at the entrance of Woodward and E. Grand Boulevard.

Petition No. 1748 – Vanguard Community Development, request for an encroachment with a neighborhood entrance sign on the median of East Grand Boulevard, 150 feet wide, 47 feet east of Woodward Avenue, variable width.

The petition was referred to the City Engineering Division – DPW for investigation and report. This is our report.

The request is being made for the installation of a permanent sign at the entrance to the historic “North End” neighborhood.

The request was approved by the Solid Waste Division – DPW, and City Engineering Division – DPW, and Traffic Engineering Division – DPW (TED).

Detroit Water and Sewerage Department (DWSD) reports being involved, but they have no objection provided the DWSD encroachment provisions are followed. The DWSD provisions have been made a part of the resolution.

All other involved City Departments, including the Public Lighting Authority and Public Lighting Department; also privately owned utility companies have reported no objections to the encroachment. Provisions protecting all utility installations are part of the attached resolution.

I am recommending adoption of the attached resolution.

Respectfully submitted,

Richard Doherty, P.E., City Engineer
City Engineering Division – DPW

JMK/
Cc: Ron Brundidge, Director, DPW
     Mayor’s Office – City Council Liaison
RESOLVED, that the Department of Public Works, City Engineering Division is hereby authorized and directed to issue permits to Vanguard Community Development or their assigns to install and maintain an encroachment with a neighborhood entrance sign on the median of East Grand Boulevard, 150 feet wide, 47 feet east of Woodward Avenue, variable width and being land in the City of Detroit, Wayne County, Michigan: median of East Grand Boulevard, 150 feet wide, lying between 47.00 feet and 47.50 feet easterly of the easterly line of Woodward Avenue, and lying between 69.66 feet and 80.46 feet southerly of the southerly line of Lot 1 “Atkinson’s Subdivision of South part of Lot 1 of the Subdivision of Quarter Section 57 Ten Thousand Acre Tract, Township of Hamtramck, Wayne County, Michigan” as recorded in Liber 7, Page 33 of Plats, Wayne County Records. The sign dimensions are: 10.8 feet long, 6 inches wide and 87 inches in height.

PROVIDED, that if there is any cost for the removing and/or rerouting of any utility facilities, it shall be done at the expense of the petitioner and/or property owner; and be it further

PROVIDED, that by approval of this petition the Detroit Water and Sewerage Department (DWSD) does not waive any of its rights to its facilities located in the right-of-way, and at all times, DWSD, its agents or employees, shall have the right to enter upon the right-of-way to maintain, repair, alter, service, inspect, or install its facilities. All costs incident to the damaging, dismantling, demolishing, removal and replacement of structures or other improvements herein permitted and incurred in gaining access to DWSD’s facilities for maintenance, repairing, alteration, servicing or inspection caused by the encroachment shall be borne by the petitioner. All costs associated with gaining access to DWSD’s facilities, which could normally be expected had the petitioner not encroached into the right-of-way, shall be borne by DWSD; and be it further

PROVIDED, that all construction performed under this petition shall not be commenced until after (5) days written notice to DWSD. Seventy-two (72) hours’ notice shall also be provided in accordance with P.A. 53 1974, as amended, utilizing the MISS DIG one call system; and be it further

PROVIDED, that construction under this petition is subject to inspection and approval by DWSD forces. The cost of such inspection shall, at the discretion of DWSD, be borne by the petitioner; and be it further

PROVIDED, that if DWSD facilities located within the right-of-way shall break or be damaged as the result of any action on the part of the petitioner, then in such event the petitioner agrees to be liable for all costs incident to the repair, replacement or relocation of such broken or damaged DWSD facilities; and be it further

PROVIDED, that the petitioner shall hold DWSD harmless for any damages to the encroaching device constructed or installed under this petition which may be caused by the failure of DWSD’s facilities; and be it further

PROVIDED, Vanguard Community Development or their assigns shall apply to the Buildings and Safety Engineering Department for a building permit prior to any construction. Also, if it becomes necessary to open cut public streets, bore, jack, occupy or barricade city rights-of-way for maintenance of encroachments such work shall be according to detail permit application drawings submitted to the City Engineering Division – DPW prior to any public right-of-way construction; and further
PROVIDED, that the necessary permits shall be obtained from the City Engineering Division--DPW and the Buildings and Safety Engineering Department. The encroachments shall be constructed and maintained under their rules and regulations; and further

PROVIDED, that all cost for the construction, maintenance, permits and use of the encroachments shall be borne by Vanguard Community Development or their assigns, and further

PROVIDED, that all costs incurred by privately owned utility companies and/or city departments to alter, adjust, and/or relocate their existing utility facilities located in close proximity to the encroachments shall be borne by Vanguard Community Development or their assigns. Should damages to utilities occur Vanguard Community Development or their assigns shall be liable for all incidental repair costs and waives all claims for damages to the encroaching installations; and further

PROVIDED, that no other rights in the public streets, alleys or other public place shall be considered waived by this permission which is granted expressly on the condition that said encroachments shall be removed at any time when so directed by the City Council, and the public property affected shall be restored to a condition satisfactory to the City Engineering Division--DPW; and further

PROVIDED, that Vanguard Community Development or their assigns shall file with the Department of Public Works--City Engineering Division an indemnity agreement in form approved by the Law Department. The agreement shall save and protect the City of Detroit from any and all claims, damages or expenses that may arise by reason of the issuance of the permits and the faithful or unfaithful performance of Vanguard Community Development or their assigns of the terms thereof. Further, Vanguard Community Development or their assigns shall agree to pay all claims, damages or expenses that may arise out of the use, repair and maintenance of the proposed encroachments; and further

PROVIDED, this resolution or part thereof is revocable at the will, whim or caprice of the City Council, and Vanguard Community Development acquires no implied or other privileges hereunder not expressly stated herein; and further

PROVIDED, that the encroachment permits shall not be assigned or transferred without the written approval of the City Council; and be it further

PROVIDED, that the City Clerk shall within 30 days record a certified copy of this resolution with the Wayne County Register of Deeds.
DEPARTMENTAL REFERENCE COMMUNICATION

Tuesday, August 22, 2017

To: The Department or Commission Listed Below

From: Janice M. Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

DPW - CITY ENGINEERING DIVISION    BUILDINGS & SAFETY ENGINEERING

1748 Vanguard Community Development, request to construct "The Historic Northend" sign at the entrance of Woodward and E. Grand Boulevard.
Vanguard Community Development
2795 E Grand Blvd
Detroit, MI 48211
313-872-7831

August 16, 2017

The Honorable City Council
ATTN: Janice M. Winfrey, City Clerk
Office of the City Clerk
200 Coleman A. Young Municipal Center
Detroit, MI 48226

Dear Ms. Winfrey:

Vanguard Community Development has been a leader in the historic North End neighborhood of Detroit since 1994, when it was founded by Bishop Edgar Vann. As the most senior North End community development organization, with the most capacity for development, we feel the responsibility to brand the community and preserve its identity amidst a rapidly changing area.

Thus, we sought and have been awarded a grant from the Michigan State Housing Development Authority (MSHDA) to fund permanent signage identifying the entrance to the North End at Woodward & E Grand Blvd. The sign will occupy the median of E Grand Blvd, similar to the “New Center” sign just across the intersection on West Grand Boulevard. Additionally, we will support this placemaking effort by hanging light pole banners along East Grand Boulevard (on the north side of the road) and Woodward Avenue (on the east side of the road, north of E Grand Blvd). The installation will occur in October 2017.

The design for the permanent sign and banners will elegantly represent the culture of the North End, namely our architectural treasure chest of historic homes. The sign will be made of wrought iron for a simple and classic feel, with the words “The Historic North End” front and center. The banners will say, “Welcome to the Historic North End,” and feature a silhouette of an historic home. Vanguard and our board of community advisors feel that the North End needs to assert its identity and sense of place as the areas around it experience a great deal of redevelopment. Signage is an important step in guiding the neighborhood as it grows with and within Detroit.

Sincerely,

[Signature]

Pamela Martin-Turner
President and CEO
Vanguard Community Development
Date: May 17, 2019

To: Honorable City Council

From: Law Department

Re: RESCHEDULED CLOSED SESSION – Legal Representation and Indemnification in lawsuit of William Anderson/Betty Taylor v. City of Detroit, Civil Action Case No. 18-009696-CD for Captain Octaveous Miles (retired)

On April 2, 2019, Your Honorable Body adopted a resolution regarding the above-referenced matter, to deny representation and indemnification of Captain Octaveous Miles (retired), Badge No. N/A.

The past practice of City Council is to hold hearings for police officers who have been denied representation, in accordance with arbitration awards issued by the Voluntary Labor Arbitration Tribunal. The closed session previously scheduled for May 7, 2019 was cancelled due to time constraints. After consultation with the Council President’s office, the Law Department is respectfully requesting that the rescheduled closed session be held on Tuesday, June 11, 2019 at 2:00 p.m.

A request for a hearing was not triggered in this case because both the Law Department and DPD recommended approval of representation and indemnification. Captain Miles is entitled to receive and the City of Detroit is required to hold this hearing.
Required Hearings
Regarding Representation and Indemnification of
Certain Members of the Detroit Police Department

Whereas, Section 7.5-203, Civil Litigation, of the 2012 Detroit City Charter provides, in relevant part, that “[upon request, the Corporation Counsel may represent any officer or employee of the city in any action or proceeding involving official duties:]” and,

Whereas, Section 13-1 1-5, Civil Service and Personnel Regulations, of the 1984 Detroit City Code provides, in pertinent part, that “the city council shall consider and determine whether the corporation counsel shall represent the officer or employee in the matter and find and determine whether or not the claim, demand or suit arises out of or involves the performance in good faith of the official duties of such officer or employee[:];” and,

Whereas, Arbitration awards issued by the Voluntary Labor Arbitration Tribunal recognize the past practice of City Council holding hearings for police officers who have been denied representation (see Grievance Nos. 79-237, 82-055, 90-047, and 92-200/92-202); Now Therefore Be It

Resolved, That, pursuant to the above and MCL 15.268(a), a closed session is to be held on Tuesday, June 11, 2019 for the purpose of conducting hearings related to the following:

Legal Representation and Indemnification in lawsuit of William Anderson/Betty Taylor v. City of Detroit, Civil Action Case No. 18-009696-CD for (retired) Captain Octaveious Miles, Badge N/A; and Be It Further

Resolved That, the Law Department’s recommendation is to APPROVE indemnification of (retired) Captain Octaveious Miles in this matter, which will be discussed with Law Department attorneys, representatives from the Detroit Police Department, Octaveious Miles and counsel, representatives from the Detroit Police Command Officers Association, as well as attorneys from the Legislative Policy Division; and Be It Further

Resolved That the hearings are scheduled at 2:00 p.m.; and Be It Finally

Resolved That a copy of this resolution be timely provided to the Detroit Police Command Officers Association and Corporation Counsel.
RESOLUTION TO CALL CLOSED SESSION

RESOLVED, that a closed session of the Detroit City Council is called in accordance with Section 8(h) of the Open Meetings Act, 1976 PA 267, MCL 15.268(h), for the purposes of discussing a privileged and confidential memorandum titled *Premature Light Failures of LEDs Purchased from Leotek Electronics USA Corp.*, dated April 5, 2019. This memorandum is an attorney-client communication prepared by the Law Department and therefore is exempt from disclosure under Section 13(g) of the Freedom of Information Act, MCL 15.243(1)(g). Law Department attorneys, representatives from the Public Lighting Authority, as well as attorneys from the Legislative Policy Division may be present. The closed session will be held on:

Tuesday, June 25, 2019 at 2:00 p.m.

Note: A 2/3 Roll Call vote of members elected and serving (6 votes) is required pursuant to MCL 15.267(1).
Date: May 17, 2019

To: Honorable City Council

From: Law Department

Re: RESCHEDULED - Closed Session to Discuss Lighting Warranty

Your Honorable Body, through Council Member Scott Benson, requested an opinion regarding the City's LED fixtures. The Law Department filed a privileged and confidential memorandum on April 9, 2019 in response to his inquiries. The closed session previously scheduled for May 7, 2019 was cancelled due to time constraints. After consultation with the Council President's office, the Law Department is respectfully requesting that the rescheduled closed session be held on Tuesday, June 25, 2019 at 2:00 p.m. to discuss the privileged document.
AMENDED

TO: Honorable Detroit City Council

FROM: David D. Whitaker
Legislative Policy Division Staff

DATE: May 13, 2019

RE: Resolution in support of Michigan House Bill 4326

On March 12, 2019, the Honorable Council President Pro Tempore Mary Sheffield requested the Legislative Policy Division to draft a resolution in support of Michigan House Bill 4326 of 2019.

House Bill 4326, known as the Job Applicant Criminal History Act, proposes to preclude public and private employers from inquiring about an applicant’s criminal history during the application process before making a conditional offer of employment.

The draft resolution is attached for your review.